



**Corporation of the Town of Ingersoll
Council Agenda
Regular Meeting of Council
Town Centre, Council Chambers
Monday, February 8, 2016, 6:00 p.m.**

Call to Order

Disclosures of Pecuniary Interest

Minutes of Council Meetings

- 1) Minutes of Regular Council Meeting on [January 11, 2016](#)
- 2) Minutes of the Special Council Meeting on [January 13, 2016](#)
- 3) Minutes of the Special Council Meeting on [January 18, 2016](#)
- 4) Minutes of the Special Council Meeting on [January 25, 2016](#)
- 5) Minutes of the Special Council Meeting on [February 4, 2016](#)

Council Committee Minutes

- 1) Minutes of Economic Development Committee Meeting on [November 27, 2015](#)

Correspondence – Note and File

- 1) [Hydro One](#) – Notification of Regular Vegetation Maintenance
- 2) [County Community and Strategic Planning](#) – Implementation of Bill 73 *Smart Growth for Our Communities Act, 2015*
- 3) [Tillsonburg District Memorial Hospital](#) - Media Release
- 4) SCOR [Minutes of the Board of Directors](#) December 22, 2015 and [General Manager's Report](#)

Accounts

[Disbursement Sheets – January 2016](#)

Resolution – Committee of the Whole (Deputy Mayor Freeman)

Monthly Staff Reports

- 1) Administration Report [A-001-16](#)
- 2) Clerk's Report [C-005-16](#)
- 3) Economic Development Report [D-002-16](#)
- 4) Fire Services Report [F-002-16](#)

- 5) Operations Report [OP-003-16](#)
- 6) Parks & Recreation Report [R-005-16](#)
- 7) Treasury Report [T-003-16](#)
- 8) Planning Status Tables Report [P-002-16](#)

Special Staff Reports

- 1) Request by Reeves to reconsider Road Allowance Disposal [A-002-16](#)

This request was previously considered by Council on December 14, 2015. If Council would like to reconsider this issue then under 16.10 of the Procedure By-law any member who voted in the majority may make a resolution for reconsideration. A motion for reconsideration shall include a statement by the mover of a least one valid reason why the main Question, so previously decided, must be reconsidered by Council. The motion must be seconded by someone who voted in the majority and duly carried in order for the issue to be reconsidered.
- 2) Verspeeten Cartage Ltd. Sign Request [A-003-16](#)
- 3) MTO Request to Purchase a small portion of land [C-006-16](#)
- 4) Canada 150 Community Infrastructure Contribution Agreements [C-007-16](#)
- 5) Economic Development Committee By-law [D-003-16](#)
- 6) Volunteer Fire Fighter Insurance Coverage [F-003-16](#)
- 7) Assumption of Underground [OP-004-16](#)
- 8) Fusion Youth Centre – Recruitment and Retention Strategy [R-006-16](#)

Committee of Adjustment 7:00pm

Consideration of Minor Variance Applications:

- 1) [A-04-15, Louie Skater, 440 Bell Street](#)
 - a. Community and Strategic Planning Report - [CASPO 2016-25](#)
 - b. Late Submission Letter, [Robert Trowel – Second Submission](#)
- 2) [A-01-16, Development Engineering London Ltd., 50 Chisholm Street](#)
 - a. Community and Strategic Planning Report - [CASPO 2016-26](#)

Public Meeting for Official Plan and Zoning Applications

- 1) [OP 15-07-6; ZN 6-15-05, Jamie & Leann Brown, 40 Holcroft Street West](#)
 - a. Community and Strategic Planning Report - [CASPO 2016-13](#)
- 2) [ZN 6-15-06, William Alderson & Colin McGugan, 125 Duke Street](#)
 - a. Community and Strategic Planning Report - [CASPO 2016-21](#)

Delegations and Presentations

- 1) Ennio Micacchi of Nesbitt Coulter LLP representing INGOX – Request for refund of Building Permit Fee

Correspondence and Resolution

- 1) [Dave Klapwyk](#) – Request to allow backyard chickens
- 2) [Environmental Registry](#) – Call for comments on Bill 151- Waste-Free Ontario Act

Consideration of By-Laws

- 1) [By-Law 16-4865](#) - for the adoption of 2016 estimated current and capital expenditures for the Corporation of the Town of Ingersoll and the establishment of rates of taxation and collection of taxes for all assessment classes
- 2) [By-Law 16-4866](#) – To dedicate one foot (1') reserves on portions of Brookfield Court and Hartfield Street, being Reserve Parcels A & B on Registered Plan 742
- 3) [By-Law 16-4867](#) - To amend by-law 15-4836 to appoint an Ingersoll Economic Development Committee (EDC)
- 4) [By-Law 16-4868](#) – To amend Zoning By-law Number 04-4160, as amended (125 Duke Street)
- 5) [By-Law 16-4869](#) - To adopt and confirm all actions and proceedings of the Council for the Town of Ingersoll at the Council meeting held on January 13, 2016, January 18, 2016, January 25, 2016, February 4, 2016 and February 8, 2016.

Notice of Motion

Upcoming Council Meetings

Regular Meeting of Council
Monday, March 14, 2016, 6:00 p.m.
Town Centre, Council Chambers

Closed Session

- 1) Closed Session Minutes of November 9, 2015, and December 14, 2015
- 2) Section 239 (2)(b) Personal matters about an identifiable individual
- 3) Section 239 (2)(c) Proposed or pending acquisition of land by the municipality
- 4) Section 239 (2)(c) Proposed or pending acquisition of land by the municipality

Adjournment



**Corporation of the Town of Ingersoll
Regular Council Meeting Minutes
Town Centre, Council Chambers
Monday, January 11, 2016, 6:00 p.m.**

PRESENT:

Council Members:

Mayor Comiskey

Deputy Mayor Fred Freeman

Councillors: Franklin, Lesser, Petrie, and Van Kooten-Bossence

Staff:

William Tigert, CAO

Michael Graves, Clerk

Iryna Koval, Director of Finance/Treasurer

John Holmes, Fire Chief

Kale Brown, Director of Economic Development

Sandra Lawson, Town Engineer

Bonnie Ward, Director of Parks and Recreation

Media:

John Tapley, Reporter, Ingersoll Times

John Payne, Associate Producer, Rogers TV

Matt Power, Fusion Youth Centre Technology Coordinator

Bryce Middleton, Fusion Youth Centre, Volunteer

Call to Order

Mayor Comiskey opens this meeting of Council at 6:00 p.m.

Disclosures of Pecuniary Interest

Minutes of Council Meeting

Moved by Councillor Van Kooten-Bossence; seconded by Deputy Mayor Freeman

C16-01-001 THAT the minutes of the Regular Council meeting held on December 14, 2015, and of the Special Council meeting held on December 9, 2015 be adopted.

CARRIED

Correspondence – Note & File

Moved by Deputy Mayor Freeman; seconded by Councillor Van Kooten-Bossence

C16-01-002 THAT the Note and File Correspondence items 1 through 7 be received as information.

CARRIED

Council Directed staff to inform the Rural Ontario Institute that the proper spelling is Maya Vukov not Vukow, and to post this on our website.

Accounts - Resolution

Moved by Councillor Franklin; seconded by Councillor Lesser

C16-01-003 THAT the Disbursement Sheets for the month of December, 2015 be received as information.

CARRIED

Monthly Staff Reports

Moved by Councillor Lesser; seconded by Councillor Franklin

C16-01-004 THAT Council do now go into Committee of the Whole.

Council in Committee of the Whole, Councillor Petrie in the Chair.

CARRIED

While in Committee of the Whole Council discussed the Monthly Staff Reports and the Special Staff Reports.

Moved by Councillor Van Kooten-Bossence; seconded by Deputy Mayor Freeman

C16-01-005 THAT the monthly staff reports be received as information.

CARRIED

Special Staff Reports

Moved by Deputy Mayor Freeman; seconded by Councillor Van Kooten-Bossence

C16-01-006 THAT the Council for the Town of Ingersoll receives report C-002-16 as information;

AND THAT a by-law be brought forward to enter into a lease with Youth For Christ for the use of the Kitchen at the Fusion Centre on Saturdays.

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C16-01-007 THAT the Council for the Town of Ingersoll receives C-003-16 as information;

AND THAT Council appoints Deputy Mayor Freeman as a member of the Development Coordinating Committee.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Franklin

C16-01-008 THAT the Council for the Town of Ingersoll receives Report C-004-16 as information;

AND THAT Council hereby provides MTO with an exemption to the noise by-law 94-3633 to allow for the 401 underpass replacement at highway 19 and to conduct interchange improvements from the hours of 8 pm to 7 am from April to fall 2016.

CARRIED

Moved by Councillor Van Kooten-Bossence; seconded by Deputy Mayor Freeman

C16-01-009 THAT the Council for the Town of Ingersoll receives report Number OP-002-16 as information.

AND FURTHER THAT Council approves the submission of a joint application with the County for the purchase and installation of an EV fast charging station in the Oxford Street North Parking Lot.

CARRIED

Moved by Deputy Mayor Freeman; seconded by Councillor Van Kooten-Bossence

C16-01-010 THAT the Council for the Town of Ingersoll receives report Number R-002-16 as information;

AND FURTHER THAT Council authorizes the Fusion Youth Centre to put forth three RFP's to determine interest in space and equipment rental for the technology centre / training room, kitchen and recording studio.

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C16-01-011 THAT the Council for the Town of Ingersoll receives report Number R-003-16 as information;

AND THAT Council authorizes staff to include an additional \$10,000 in the 2016 Operating Budget for Council's consideration during budget deliberations for the replacement of the Domestic Hot Water Boiler Vent (\$5,000) and to undertake a structural investigation of the exterior walls of the building (\$5,000);

AND FURTHER THAT staff incorporate the additional facility repairs and upgrades into future capital budgets commencing in year 2017.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Franklin

C16-01-012 THAT the Council for the Town of Ingersoll receives report Number T-002-16 as information and refers this to Budget.

CARRIED

Moved by Councillor Van Kooten-Bossence; seconded by Deputy Mayor Freeman

C16-01-013 THAT the Committee do now rise out of Committee of the Whole.

CARRIED

Moved by Mayor Comiskey; seconded by Councillor Franklin

C16-01-014 THAT Council do hereby adopt, ratify and confirm all resolutions passed in the Committee of the Whole as if each resolution was adopted, ratified and confirmed by separate resolution of Council.

CARRIED

Consideration By-Laws

Moved by Deputy Mayor Freeman; seconded by Councillor Van Kooten-Bossence

C16-01-015 THAT the mover have leave to introduce and go into Committee of the Whole on the following by- laws:

- 1) By-Law 16-4857 – to provide for a 2016 interim tax levy for all taxation classes and to provide for the payment of taxes and penalty and interest charges of 1.25 percent per month.
- 2) By-Law 16-4858 – 2016 Temporary Borrowing By-Law
- 3) By-Law 16-4859 – Ingersoll Delegation of Duties and Powers By-Law
- 4) By-Law 16-4860 – Ingersoll Accountability and Transparency By-Law
- 5) By-Law 16-4861 - To remove one foot (1') reserves on portions of Walker Road, being Blocks 29 and 30 on Plan 41M-279
- 6) By-Law 16-4862 – The Records Retention By-Law
- 7) By-Law 16-4863 – To enter into a Lease Agreement with Ingersoll Youth for Christ
- 8) By-Law 16-4864 - To adopt and confirm all actions and proceedings of the Council for the Town of Ingersoll at the Council meeting held on January 11, 2016

On motion, the by-laws are accepted as circulated.
That constitutes the first and second reading of the by-laws.

CARRIED

Moved by Councillor Franklin; seconded by Councillor Lesser

C16-01-016 THAT the Committee do now rise out of Committee of the Whole.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Franklin

C16-01-017 THAT By-law 15-4857 through to By-law 15-4864 be now read a third time, passed, signed and sealed and that this constitutes the third reading of the by-laws.

CARRIED

Upcoming Council Meetings

Regular Meeting of Council

Monday, February 8, 2016, 6:00 p.m.
Town Centre, Council Chambers

Budget – Special Council Meetings

January 18, 2016, January 25, 2016
Town Centre, Council Chambers, 6:00 p.m.

Strategic Planning Meeting

Saturday, January 23, 2016, 9:00 a.m.
Town Centre, Council Chambers

Adjournment

Moved by Councillor Van Kooten-Bossence; seconded by Deputy Mayor Freeman

C16-01-018 THAT the Council for the Town of Ingersoll adjourns the December 14, 2015 Regular Meeting of Council at 6:50 p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Town Centre, Council Chambers
Wednesday, January 13, 2016, 6:00 p.m.**

PRESENT:

Council Members:

Mayor Comiskey

Deputy Mayor Fred Freeman

Councillors: Franklin, Lesser, Petrie, and Van Kooten-Bossence (6:15)

Staff:

William Tigert, Chief Administrative Officer

Michael Graves, Clerk

Iryna Koval, Director of Finance/Treasurer

John Holmes, Fire Chief

Kale Brown, Director of Economic Development

Sandra Lawson, Town Engineer

Bonnie Ward, Director of Parks and Recreation

Shannon Vanderydt, Chief Building Official

Doug Wituik, Manager of Public Works

Call to Order

Mayor Comiskey opens this meeting of Council at 6:00 p.m.

Disclosures of Pecuniary Interest

Deputy Mayor Freeman declares a pecuniary interest in regard to Special Report R-004-16

2016 Budget Review

2016 Draft Budget Report

1) 2016 Operating Budgets Overview

Council, Clerk's and CAO

Parking and Public Buildings

Information Technologies

Treasury

Building Inspection

Engineering and Public Works

2) 2016 Capital Budget Overview

Special Staff Report

Moved by Councillor Franklin; seconded by Councillor Lesser

C16-01-019 THAT the Council for the Town of Ingersoll received report R-004-16 as information.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Petrie

VERBAL RESOLUTION THAT Council directs staff to stay with four editions and drop the extra two editions of the Ingersoll Connection Magazine.

CARRIED

Moved by Councillor Lesser; seconded by Councillor Franklin

C16-01-020 THAT Council do hereby adopt, ratify and confirm all resolutions passed in the Committee of the Whole as if each resolution was adopted, ratified and confirmed by separate resolution of Council.

CARRIED

Upcoming Council Meetings

Regular Meeting of Council

Monday, February 8, 2016, 6:00 p.m.
Town Centre, Council Chambers

Budget – Special Council Meetings

January 18, 2016, January 25, 2016
Town Centre, Council Chambers, 6:00 p.m.

Strategic Planning Meeting

Saturday, January 23, 2016, 9:00 a.m.
Town Centre, Council Chambers

Adjournment

Moved by Mayor Comiskey; seconded by Deputy Mayor Freeman

C16-01-021 THAT the Council for the Town of Ingersoll adjourns the January 13, 2016 Special Meeting of Council at 7:33 p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Town Centre, Council Chambers
Monday, January 18, 2016, 6:00 p.m.**

PRESENT:

Council Members:

Mayor Comiskey

Deputy Mayor Fred Freeman

Councillors: Bowman, Franklin, Lesser, Petrie, and Van Kooten-Bossence

Staff:

William Tigert, Chief Administrative Officer

Ann Wright, Deputy Clerk

Iryna Koval, Director of Finance/Treasurer

John Holmes, Fire Chief

Kale Brown, Director of Economic Development

Bonnie Ward, Director of Parks and Recreation

John Brown, IT Technician

Call to Order

Mayor Comiskey opens this meeting of Council at 6:00 p.m.

Disclosures of Pecuniary Interest

None Declared

2016 Budget Review

2016 Draft Budget Report

2016 Draft Operating Budget Review:

- 1) Fire Administration & Facility
- 2) Police Administration & Facility
- 3) Parks & Arena All Activities
- 4) Victoria Park Community Centre All Activities

Councillor Petrie excused himself from the meeting at 7:06 pm and returned at 7:41 pm

- 5) Youth Centre All Activities

- 6) Museum Administration & Facility – deferred to the January 25, 2016 meeting
- 7) Economic Development

Upcoming Council Meetings

Regular Meeting of Council

Monday, February 8, 2016, 6:00 p.m.
Town Centre, Council Chambers

Budget – Special Council Meetings

January 25, 2016
Town Centre, Council Chambers, 6:00 p.m.

Strategic Planning Meeting

Saturday, January 23, 2016, 9:00 a.m.
Town Centre, Council Chambers

Adjournment

Moved by Mayor Comiskey; seconded by Councillor Franklin

C16-01-022 THAT the Council for the Town of Ingersoll adjourns the January 18, 2016 Special Meeting of Council at 8:37 p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Ann Wright, Deputy Clerk



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Town Centre, Council Chambers
Monday, January 25, 2016, 6:00 p.m.**

PRESENT:

Council Members:

Mayor Ted Comiskey

Deputy Mayor Fred Freeman

Councillors: Bowman, Franklin, Lesser, Petrie and Van Kooten-Bossence (6:10)

Staff:

William Tigert, CAO

Sandra Lawson, Engineer

Kale Brown, Director of Economic Development

John Holmes, Fire Chief

Iryna Koval, Treasurer

Bonnie Ward, Director of Parks and Rec

Michael Graves, Clerk

Call to Order

Mayor Comiskey opens the meeting at 6:00 p.m.

Disclosures of Pecuniary Interest

Mayor Comiskey declares a conflict of interest with regard to Grants to organization in regard to Canterbury Folk Festival.

2016 Budget Review

2016 Draft Budget Review

1. 2016 Operating Budget Overview

The Treasurer gave an overview of the budget process so far.

2. 2016 Budget Overview – Museum, Building Department

Discussion regarding the Museum budget. The Treasurer reported that the Museum budget required an additional \$1,000 in various categories including conservation, conference and equipment repairs and maintenance. The Treasurer pointed out that this addition could be handled by moving a few things around without hurting the bottom line of the budget.

Council discussed the Building Department budget. There was discussion regarding Building permit fees.

The CAO outlined the process we used to get to the new building permit fees. He outlined the philosophy that had been established to ensure that the tax rates were not subsidizing the building department in order to ensure that tax rates were kept at a minimum. A review of fees had not been done in 10 years. We hired a consultant, conducted two public meetings. He outlined that we cannot change the fees for one customer and we can't change the fees without doing a study and holding a public meeting.

Council asked questions related to the calculation of fees and specifically in relation to square footage. Staff indicated that if it was only 5,000 square feet that was being renovated the building permit would only be based on that square footage that is affected by the renovation in this case only 5,000 square feet.

Council was satisfied with this explanation and it was agreed that fees would remain the same.

3. Reserve and Reserve Funds Overview

The Treasurer gave the overview of reserve and reserve funds.

4. 2016 Capital Budget Overview

The Treasurer pointed out that we are proposing 3.5 million in capital and all of it without borrowing.

The CAO pointed out that our strategic plan calls for the asset management plan to put 2% next year and another 2% the year after.

Deputy Mayor Fred Freeman outlined a proposal for town wide Wi-fi with the intent to encourage tech businesses to our community.

Councillor Brian Petrie asked about building assessments.

The CAO responded that Staff will come together with a list and a budget for presentation to Council.

5. 2016 Grants Applications

The Treasurer outlined that the total requested is nearly \$70,000

Discussion took place regarding the Creative Arts Center request for \$20,000. Council felt that they wanted to have more discussion with the Creative Arts Center about their long term plans and their timing before they gave any funds.

The Mayor declares a conflict in relation to grants to organizations for Canterbury and left the Council table.

Discussion took place regarding the Block Parent programs and Council decided to set their grant at \$1,000 and ask them to come and make a presentation to Council to better understand the program.

Council also felt that we should invite Creative Arts Center to Council to present their plans.

In the end Council directed staff to prepare the grant portion as follows:

Big Brothers Big Sisters \$5,000
Canterbury Folk Festival \$13,000
Ingersoll Lawn Bowling Club – equal to the amount of annual taxes
Ingersoll Lions Club – equal to the amount of annual taxes
Ingersoll Masonic Temple – equal to the amount of annual taxes
Ingersoll Pipe Band \$1,000
Ingersoll Public Library Advisory Committee \$1,000
Operation Sharing – Food for Friends \$10,000
Christmas Parade \$3,000
YFC – Youth Unlimited Upper Deck \$7,000
Ingersoll Block Parents \$1,500
Royal Canadian Legion – equal to the amount of annual taxes
Total Grants - \$50,702.60

Council discussed the OPP Contract and the Community Sargeant position.

Moved by Councillor Bowman
Seconded by VanKooten-Bossence

THAT Council inform the OPP its intention to provide one year written notice of termination of its existing contract. And further that Council advise the OPP that it is its intention to enter into a new contract at the termination of the old contract that would not include a Community Sergeant.

YEAS	RECORDED VOTE 2016	NAYS
x	Councillor Kristy Van Kooten-Bossence	
x	Councillor Michael Bowman	
	Councillor Reagan Franklin	x
x	Councillor Gordon Lesser	
x	Councillor Brian Petrie	
	Deputy Mayor Fred Freeman	x
x	Mayor Ted Comiskey	
	TOTALS	

“Carried”

Discussion took place regarding the potential to include \$6,000 in building assessments and an additional \$4,000 under the Council budget for meetings, conferences and training.

The treasurer reported that since Council had come in under budget on grants we could utilize those dollars to handle those two issues.

After discussion Council directed the Treasurer to make those changes.

Council discussed the idea of having people submit their thoughts and ideas about the budget at an open meeting. The Clerk advised that this was not required but Council directed staff to proceed to schedule a meeting and to invite members of the public to submit their comments in writing or to request to be a delegation.

Upcoming Council Meetings

Regular Meeting of Council
Monday, February 8, 2016, 6:00 p.m.
Town Centre, Council Chambers

Adjournment

The meeting adjourned at 8:25 pm.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
Special Council Meeting Minutes
Budget Public Meeting
Town Centre, Council Chambers
Thursday, February 4, 2016, 7:00 p.m.**

PRESENT:

Council Members:

Mayor Comiskey
Deputy Mayor Fred Freeman
Councillors: Bowman, Lesser, and Petrie

Staff:

William Tigert, Chief Administrative Officer
Ann Wright, Deputy Clerk
Iryna Koval, Director of Finance/Treasurer
Kale Brown, Director of Economic Development
Bonnie Ward, Director of Parks and Recreation
Sandra Lawson, Engineer
John Brown, IT Technician

Call to Order

Mayor Comiskey opens this Public Meeting of Council at 7:00 p.m.

Disclosures of Pecuniary Interest

None Declared

Public Meeting

One resident in attendance

Iryan Koval, Director of Finance/Treasurer gave her 2016 Proposed Budget PowerPoint presentation.

Upcoming Council Meetings

Regular Meeting of Council
Monday, February 8, 2016, 6:00 p.m.
Town Centre, Council Chambers

Regular Meeting of Council
Monday, March 14, 2016, 6:00 p.m.
Town Centre, Council Chambers

Adjournment

Moved by Councillor Bowman; seconded by Councillor Petrie

VERBAL RESOLUTION THAT the Council for the Town of Ingersoll adjourns the February 4, 2016 Special Meeting of Council at 7:22 p.m.

CARRIED

Edward (Ted) Comiskey, Mayor

Ann Wright, Deputy Clerk

ECONOMIC DEVELOPMENT COMMITTEE

MINUTES

November 27, 2015

Present: Mayor Comiskey, Deputy Mayor Freeman, Councilor Van Kooten-Bossence, William Tigert, Kale Brown, Chelsea Jibb

1. **Community Improvement Plan Update**
County planner and Director of Economic Development will be assembling some basic draft outlines of a program for feedback and discussion both at a staff and committee level prior to engaging the public in early 2016.
2. **401 Signage Update**
Update provided for 401 signage project. Plans to install sign parallel to Highway 401 on Town owned lands at Clark Road. Direction given to investigate the potential to have one at Culloden road interchange on the south side of the 401 and to install one on the north side of 401 at Harris street upon completion of the new bridge.
3. **Newsletter Published in September**
A fall newsletter was published by the department and circulated to businesses, potential investors and community partners. Issue focused on redevelopment projects in the community, including the former Fastners' building redevelopment, the renovation of the medical offices on King Street East to house BrokerLink, and the addition at 99 Thames Street North. The department has begun gathering notes for the spring 2016 edition of the newsletter.
4. **Korea/Japan Mission Update**
Report given on mission to Korea and Japan. During mission, the Mayor and the Director of Economic Development were able to secure meetings with several companies and contacts of businesses operating in Ingersoll and the surrounding region. Question of why Asia, and Korea/Japan specifically, was raised. Director of Economic Development explained that Japan is currently experiencing a population crisis; a low birth rate and an aging population have led to a dwindling workforce. As a result, many businesses are looking to establish branches outside of the country where strong workforces exist. Direction given to provide report and context for mission to Japan and Korea at December's Council meeting.
5. **Greater Metro Hockey League**
Town of Ingersoll was approached by the Greater Metro Hockey League, a pay to play league based in Ontario. Players, many of whom are international

students, pay to play with the league with aim of achieving scholarships and sports contracts. Organization has an owner interested in starting a team in Ingersoll. Discussion of potential economic benefits, including player billeting and local spending, investment and repairs to sports facilities, and sports tourism. Concerns raised over lack of ice time for current clubs and teams, as well as for the public. Current schedule leaves little time for flex. Direction given to for the CAO to arrange a meeting with stakeholders to discuss interest in the league and possibility for future investment.

6. By-laws and Zoning Items

Use this part of the agenda to raise any recent concerns which are being brought forward as potential hurdles to investment based on zoning or by-law restrictions.

7. Land Assembly

Anecdote shared of neighbouring community. Community prepared an investment package for land that was immediately outside of their boundaries and presented it to the site selection committee. When bid proved successful, provincial government ruled in favour of the community that prepared the original investment package and supported the acquisition of the land by the community.

8. Boundary Adjustment Analysis

Discussion of boundary adjustment discussions with SWOX.

Hydro One Networks Inc.
Forestry Services
Darren Ashton
10505 Imperial rd
Aylmer, Ontario
N5H 2R3

Cell: 519-319-0764

Darren.Ashton@HydroOne.com



TO: Oxford County & Middlesex County
Zorra/South-west Oxford & Thames Center Twps.

Date: June 12 2013

Re: Notification of Regular Vegetation Maintenance Program in the Ingersoll Area.

As part of our ongoing maintenance programs to ensure the safe reliable delivery of electricity to customers across the province, Hydro One is planning the routine maintenance of our transmission system. Please refer to the enclosed a map outlining the area further.

The necessary maintenance work will consist of removing danger trees, trimming trees and brush control using various techniques including the selective application of herbicides, hand cutting or mechanical equipment to control brush. Vegetation management is necessary to ensure that minimum clearances are maintained between vegetation and energized apparatus to effectively manage potential public safety hazards and tree-caused outages. The work is planned by Integrated Pest Management certified technicians such as myself and will involve contact with landowners where vegetation maintenance is required.

With regard to this specific work package, we are reviewing our records for environmentally sensitive areas and developing practical mitigation plans. We request MNR identify areas of environmental concern in this work package and advise on any specific concerns so we can supplement our work package plan.

Your comments and clearance to proceed with this necessary routine cyclic maintenance is requested by Feb 1 2016. Further information and arrangements for a site review can be made by contacting me at Darren.Ashton@HydroOne.com or the above phone number.

Yours truly,

Darren Ashton

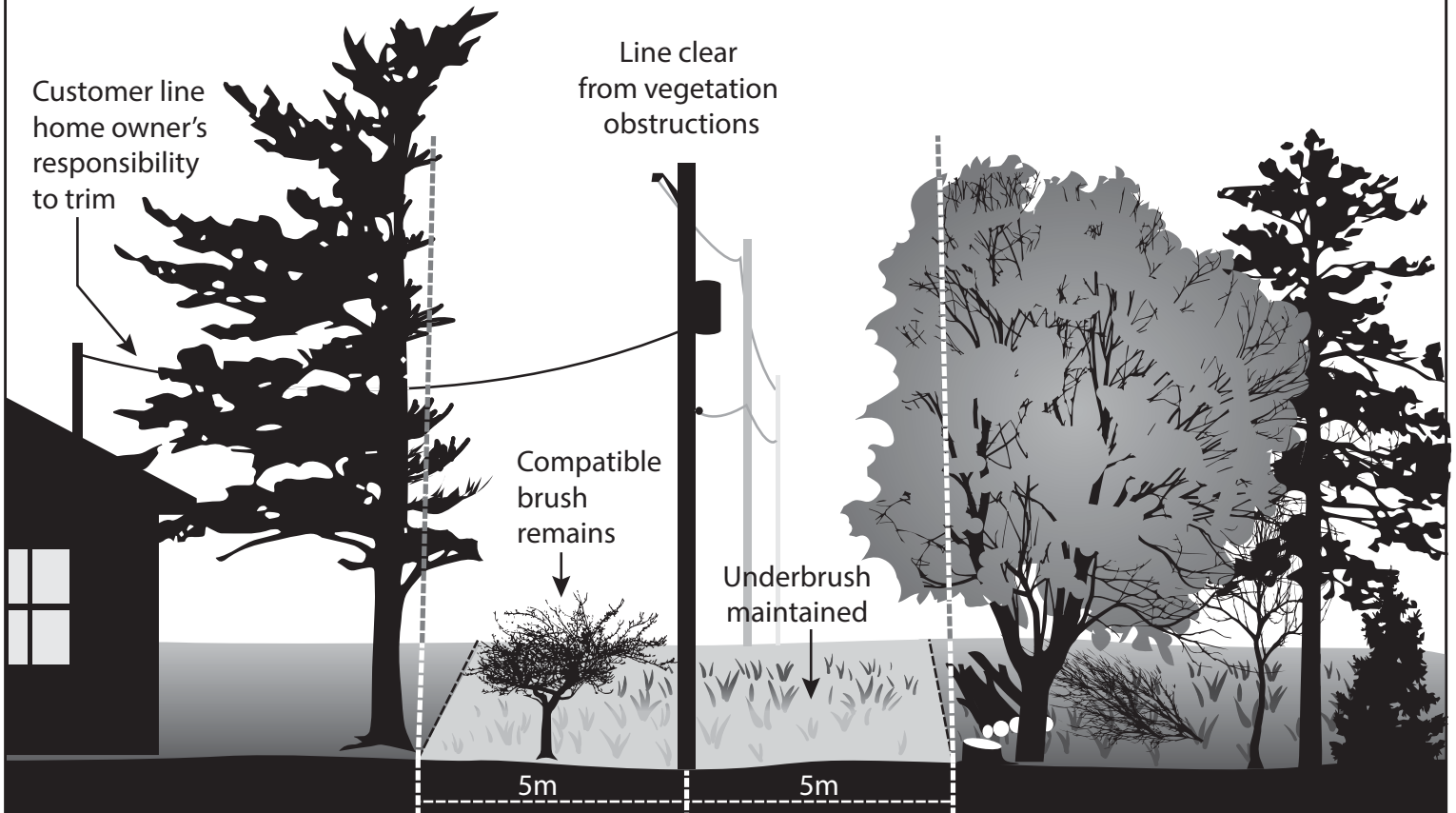
Area Forestry Technician/Arborist
Territory #2 – Aylmer/Beachville
Southern Zone Forestry Services

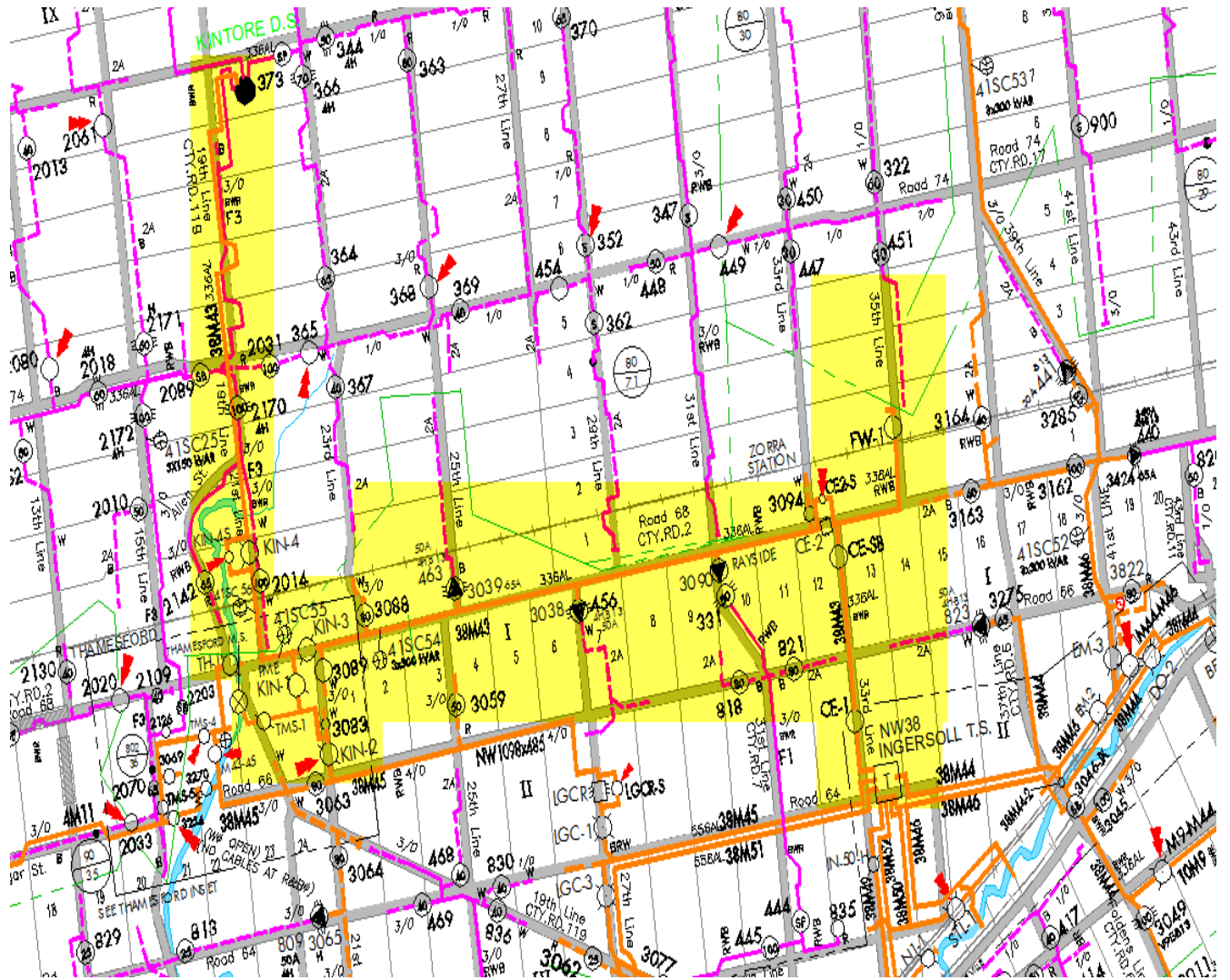


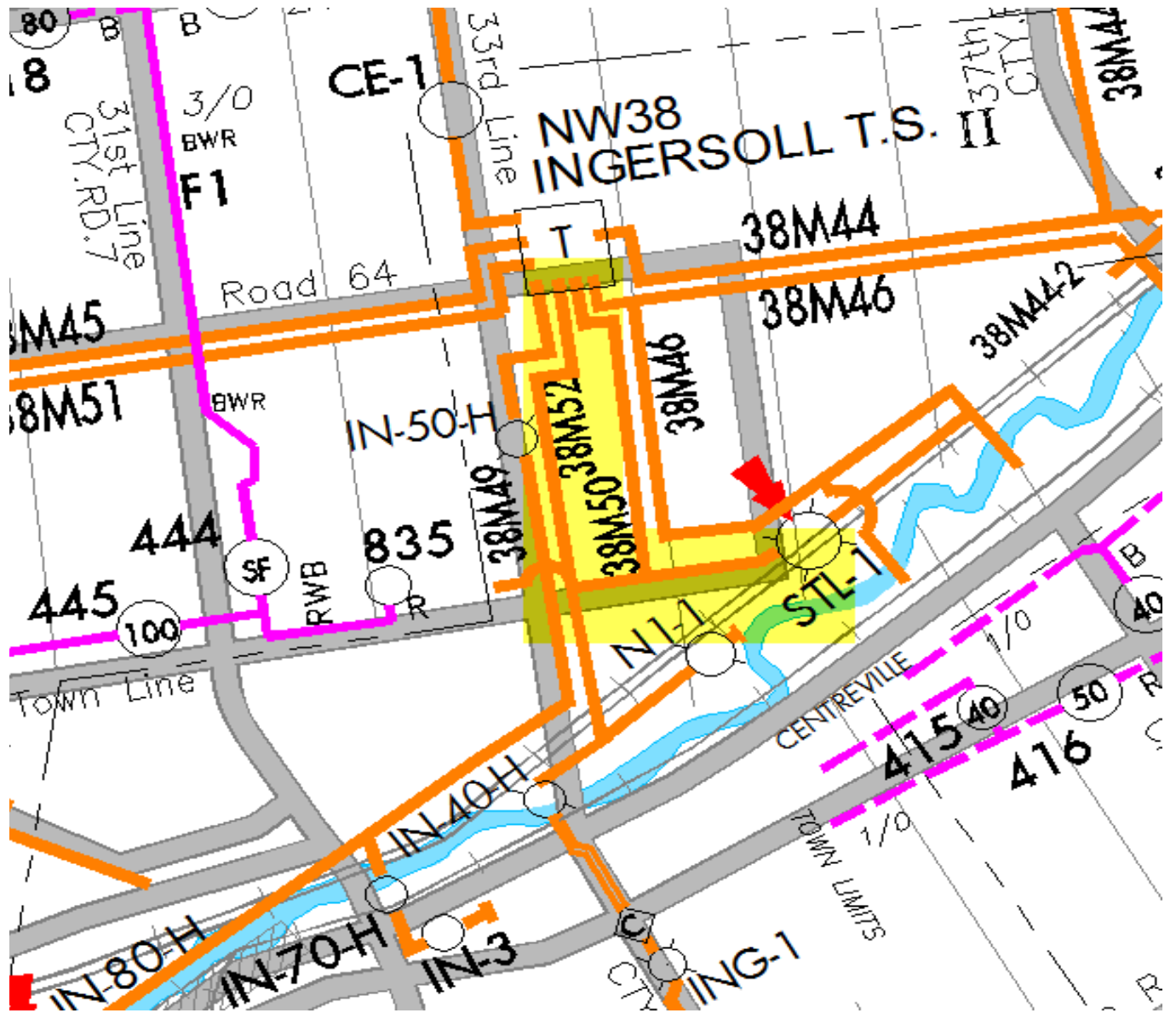
Example of Line Requiring Vegetation Maintenance



Example of Vegetation Maintenance Completed







From: **Liz Buchanan** <lbuchanan@oxfordcounty.ca>

Date: Thu, Jan 28, 2016 at 8:47 AM

Subject: Bill 73: Amendments to the Development Charges Act and Planning Act

To: Michael Graves <mgraves@ingersoll.ca>, Bill Tigert <wtigert@ingersoll.ca>,

County Council at its regular meeting of January 27th, endorsed the recommendation in CASPO Report No. 2016-2 as follows:

- 1. That County Council receive Report No. CASPO 2016-2 as information;*
- 2. And further, that the Community and Strategic Planning Office forward Report No. CASPO 2016-2 to the Area Municipalities for their information and work with the Area Municipalities regarding the implementation of Bill 73 - "Smart Growth for Our Communities Act, 2015".*

Please find attached Report No 2016-2 regarding changes to both the Planning Act and the Development Charges Act as implemented by Bill 73 – Smart Growth for Our Communities Act, 2015. The Bill received Royal Assent in December 2015 and we are awaiting the proclamation date, at which time the majority of the changes will come into effect.

There are a few items identified in the report that will require attention going forward. For example, where written and/or oral submissions are made prior to a Council decision on a zoning or minor variance application, the new legislation requires that Council (or Committee's) decision must address how the submissions were considered in the decision. There are several ways in which this can be accommodated and we will be working with each Area Municipality to develop some standard wording for these situations.

Please read through the report and let us know if you have any questions. We'd be happy to meet with your staff to discuss the changes resulting from Bill 73.

Thanks,
Gord Hough
Director, Community and Strategic Planning
[519-539-0015](tel:519-539-0015) x3207 ghough@oxfordcounty.ca

Sent by: **Liz Buchanan**

Attachment: Strategic Planning Report CASPO 2016-2

To: Warden and Members of County Council

From: Director of Community and Strategic Planning
Director of Corporate Services

Bill 73: Amendments to the Development Charges Act and Planning Act

RECOMMENDATION

1. That County Council receive Report No. CASPO 2016-2 as information;
2. And further, that the Community and Strategic Planning Office forward Report No. CASPO 2016-2 to the Area Municipalities for their information and work with the Area Municipalities regarding the implementation of Bill 73 - “Smart Growth for Our Communities Act, 2015”.

REPORT HIGHLIGHTS

- The Province began a review of the Planning Act and Development Charges Act, 1997, in late 2013. The review process included initial feedback from the public and various stakeholders (including the County of Oxford) and the subsequent posting of Bill 73 “Smart Growth For Our Communities Act, 2015” to the Environmental Bill of Rights (EBR) for public review and comment in early 2015. Bill 73 received Royal Assent on December 3, 2015.
- Planning and Corporate Services staff outlined a number of key proposed changes to the Planning Act and the Development Charges Act in [Report No. CASPO 2015-114](#), which was presented to Council on May 27, 2015. The County’s comments regarding Bill 73 were forwarded to the Province for consideration. While a number of the Province’s proposed changes, as outlined in the above-noted CASPO report, were amended prior to approval of Bill 73, several areas of the new legislation will affect the County and Area Municipalities. Specific changes resulting from Bill 73 include the requirement for the County of Oxford, as an upper tier municipality, to establish a Planning Advisory Committee (PAC) and a requirement to include explanations of the effect of public input on Council and/or Committee decisions regarding planning applications. Further, applications to amend a new Official Plan or Zoning By-law (or allow Minor Variances to site-specific Zoning By-law amendments) within two years of their effective date would only be permitted with Council approval.
- Changes to the Development Charges Act, 1997, include among other matters, the introduction of waste diversion as an eligible service, service standard calculation amendments, relationship of development charges to Asset Management Plans and additional requirements for the Annual Report of the Treasurer.

Implementation Points

Bill 73 – “Smart Growth for Our Communities Act, 2015” received Royal Assent on December 3, 2015. While limited portions of the legislation are in effect immediately as of this date, the Act generally comes into effect on a day to be named by proclamation by the Lieutenant Governor, after which, the County and Area Municipalities will be required to comply with all of the revisions to the Planning Act and/or Development Charges Act.

Financial Impact

While it would not appear that the changes to the Planning Act or the Development Charges Act as outlined in this report will have any significant financial impacts, it may not be possible to determine the full extent of Bill 73’s impacts until the new provisions (and potentially, regulations) are put into practice by the County and Area Municipalities. The Treasurer was involved in the preparation of this report.

Risks/Implications

Bill 73 will require both the County and Area Municipalities to implement changes with respect to certain matters relating to land use planning and development charges. These changes are outlined in this report.

Strategic Plan

County Council adopted the current County of Oxford Strategic Plan (2015-2018) on May 27, 2015. The following strategic directions of the County would be affected by a number of the legislative amendments approved via Bill 73 – ‘Smart Growth for Our Communities Act, 2015’ and the related recommendations contained in this report:

3. i. **A County that Thinks Ahead and Wisely Shapes the Future** – Influence federal and provincial policy with implications for the County by:
 - *Advocating for fairness for rural and small communities*
 - *Advocating for federal and provincial initiatives that are appropriate to our county*

- iii. **A County that Thinks Ahead and Wisely Shapes the Future** – Demonstrated commitment to sustainability by ensuring that all significant decisions are informed by assessing all options with regard to the community, economic and environmental implications, including:
 - *Life cycle costs and benefits/costs, including debt, tax and reserve levels and implications*

DISCUSSION

Background

A province-wide review of the Planning Act and Development Charges Act occurred between October 2013 and January 2014, with the stated intent of determining whether the existing legislation was responsive to the changing needs of Ontario’s communities. Although many of the issues and concerns under consideration by the Province at that time pertained more to larger urban municipalities, Oxford County submitted comments with respect to the issues that were relevant to the County and the Area Municipalities within the County. Subsequent to the above-noted review, the Province tabled Bill 73, known as the “Smart Growth for Our Communities Act, 2015”, and posted it to the E.B.R. Registry on March 5, 2015 for a 90 day

comment period. Again, the County submitted comments regarding the proposed legislation, as outlined in [Report No. CASPO 2015-114](#).

As indicated by the Province, the intent of the proposed changes to the Planning Act is to “give residents more say in how their communities grow, set out clearer rules for land use planning, give municipalities more independence to make local decisions and make it easier to resolve disputes.” The proposed changes to the Development Charges Act, 1997, are intended to “help municipalities recover more costs, enhance transparency and accountability, and support higher density development.”

The following section of this report will outline the approved changes to both the Planning Act and the Development Charges Act and further, will provide an overview of measures required to implement these changes.

Comments

a) Planning Act

A number of the County’s comments with respect to the initial Provincial consultation process and the subsequent EBR posting have been reflected in the approved ‘Smart Growth for Our Communities Act, 2015’ (Bill 73). These include requiring specific rationale to be provided as part of an Ontario Municipal Board (OMB) appeal, limiting OMB appeals with respect to municipal decisions that involve comprehensive updates to an Official Plan or are required solely to comply with specific direction established in Provincial legislation and/or plans, better coordinating of Provincial legislative and policy review processes to reduce the burden such reviews place on municipal resources, and providing municipalities with the flexibility to establish alternative public consultation measures that are responsive to social changes and evolving use of technology.

Following is a summary of the key proposed changes to the Planning Act and related staff comments:

Planning Advisory Committees

Bill 73 retains the option for local municipalities to appoint a Planning Advisory Committee (PAC). However, the new legislation now makes it mandatory for upper-tier municipalities, such as Oxford County, and single tier municipalities to appoint a PAC. The legislation also stipulates that all PACs (both mandatory and optional) are required to include at least one member who is neither a member of a municipal council nor an employee of the municipality.

The Planning Act (including the amendments included in Bill 73) does not prescribe or limit the role or function of a PAC, which is to say that the PAC can advise Council on all planning matters or only on those matters as determined by Council. Although PACs can play an important role in planning decision making, they also insert an additional step into the decision making process which may not be necessary or advisable in a particular municipal context and can impact the timeliness and cost of local planning processes.

Further, the Planning Act currently requires extensive public engagement and consultation, which it appears will only be further enhanced by various other changes being included in Bill 73 (i.e. establishing policies for public consultation and notification, indicating how public input was considered in planning decisions etc.).

Planning staff are also of the opinion that the current 'two-tiered' process in Oxford related to the consideration of planning applications for which the County is the approval authority (i.e. Official Plan amendments, subdivision applications) provides meaningful public engagement opportunities at both the local and County level that forms an important part of the County decision making process. As such, it is the opinion of staff that the development of a PAC to advise Council on all planning matters (i.e. applications for development) is not necessary in the Oxford context and would not serve to enhance public consultation and engagement in any meaningful way.

With respect to broader planning matters, staff are of the opinion that the County's Agricultural Advisory Committee (AAC) meets the requirements of the Planning Act with respect to the establishment of a PAC. As noted previously, the Act does not prescribe the role of a PAC and discussions with the Ministry of Municipal Affairs and Housing leading up to the approval of Bill 73 suggest that the AAC will meet with the requirements of the Bill as envisioned by the Province.

The AAC advises County Council on matters as determined by Council from time to time and is primarily focused on agriculture-related issues. The use of the AAC to meet the County's obligations under the Planning Act is considered to be appropriate as an initial measure with a view to reviewing the AAC's terms of reference going forward and determining what, if any, modifications could be incorporated to provide a broader perspective to the AAC's role and mandate in advising Council on land use related issues.

Official Plan Reviews

- The review interval for Official Plans would be increased from 5 years to 10 years for the first review after the new plan comes into effect and 5 year intervals thereafter. This proposed change reflects a similar extension to the review interval proposed for the Provincial Policy Statement (PPS). Further, an existing requirement to review OP policies dealing with employment lands as part of each 5 year review has been removed.

Ontario Municipal Board Appeals

- Appellants who intend to argue to the OMB that a decision is inconsistent with the PPS, provincial plans and/or the Official Plan must explain how the decision is inconsistent with said documents in their notice of appeal. If the appellant fails to do so, the OMB may dismiss all or part of the appeal without a hearing.
- 'Global' appeals of new Official Plans (e.g. appeal of 'all of the decision of Council to adopt all of the Plan') and appeals of certain Official Plan amendments (e.g. the identification of the boundary of a 'vulnerable area' from a Source Protection Plan) are no longer permitted.
- New provisions allow Council to use mediation, conciliation or other dispute resolution techniques to attempt to resolve appeals, prior to the OMB convening a formal hearing. Current legislation (OMB Act) enables only the OMB to use such techniques, not Council. If Council decides to utilize such techniques, then the requirement to forward the appeal package(s) to the OMB is extended to 75 days (from 15 days) after the 20-day appeal period closes.

Official Plan & Zoning By-Laws

- During the two-year period following the adoption of a 'new' official plan or the global replacement of a municipality's zoning by-laws, applications for amendment are permitted

only with Council approval. The Council may permit a specific request, a class of requests or requests generally.

Initially, the Province had proposed that there would be no amendments to new official plans or 'global' zoning by-laws for two years after adoption, however, the final legislation that has been approved by the Minister includes the ability for Councils to permit such amendments at Council's discretion. The noted change reflects the County's comments on the original proposal as outlined in [Report No. CASPO 2015-114](#).

Minor Variances

- During the two year period following approval of an owner initiated site-specific rezoning, applications for minor variances are permitted only where approved through a resolution of Council.

As noted in the section above related to new official plans and zoning by-laws, the Council of the Area Municipality can permit specific requests, a class of requests or any minor variance generally.

- Where a Committee of Adjustment considers an application for minor variance, the Committee shall authorize such variance only if, in addition to the tests currently referenced in Section 45(1) of the Planning Act (often referred to as 'the 4 tests'), the variance conforms with additional prescribed criteria contained in the Planning Act, if any, and criteria established by the local municipality, if any.

As of the date that this report was drafted, the Province had not released any 'additional prescribed criteria' for consideration. With respect to the development of additional criteria by the Area Municipalities, this is a matter to be determined by each local Council. While the Province will ultimately decide whether additional provincial criteria will be established relevant to this section of the Planning Act, Planning staff are not aware of any concerns or issues with the current review process for Minor Variances (including the 4 tests) that would benefit from the development of additional 'prescribed criteria' at the local municipal level in Oxford.

Further, the Province has not provided any guidance on what 'additional municipal criteria' may be appropriate (or not) or whether this criteria will be guided by Provincial regulation. Staff propose that this issue be discussed with the Area Municipalities at such time as more information regarding 'additional criteria' is made available by the Province.

Public Consultation

A number of the changes to the Planning Act appear to be intended to improve communication with, and the engagement of the public on planning related matters. These changes are summarized as follows:

- A new mandatory requirement to include descriptions of measures and procedures for informing and obtaining the views of the public with respect to certain planning matters in Official Plan policy (e.g. Official Plan amendments/revisions, zoning by-laws, plans of subdivision, consents and 'other matters as may be prescribed'). Municipalities will also have the option of including a description of measures and procedures in the Official Plan for obtaining the views of the public on other planning matters. The changes would allow for alternative public notification measures (e.g. notification period, form of notice etc.) to be established for plans of subdivision and consents, similar to the alternative notification

requirements already established in the County Official Plan for Official Plan and Zoning By-law Amendments.

As part of the previous consultation process, Oxford County had suggested that the Province consider changes to the Planning Act to allow municipalities to keep pace with societal changes and the evolving use of technology by establishing alternative approaches for public notification and consultation on planning matters in their Official Plan policies. Oxford's Official Plan already includes policies that address public participation measures and procedures and alternative notification procedures for Official Plan and Zoning By-Law amendments, however, these policies would benefit from review and revision now that these legislative changes are slated to come into effect.

- All notices of decision with respect to Planning Act applications now require inclusion of a brief explanation of the effect, if any, that written and oral submissions (i.e. oral submissions made at the public meeting) had on Council or Committee's decision.

While the inclusion of the required explanation regarding written and oral submissions can be accommodated through the various 'notices of decision' that are presently required under the Planning Act, it will be important going forward that, where Council has received public input, the impact of this input is clearly reflected in the decision. Planning staff will work with Area Municipal staff to ensure that the new requirements of the Act regarding this matter are reflected in the various decisions of Council and/or Committee.

As was outlined in [Report No. CASPO 2015-114](#), written submissions received with respect to an application in advance of the public meeting in Oxford County are typically included in the associated planning report to Council and, if they have an impact on the planning recommendation, are specifically addressed in the report. With respect to oral submissions, current practice in Oxford is typically for Council/committee to defer their decision on the application if it is determined that oral submissions at the public meeting may have an impact on their decision and can't simply be addressed through the conditions of approval.

It is anticipated that a 'standardized' approach to addressing this new requirement can be developed, however, it is also anticipated that there will be a need to ensure that, where oral or written submissions are made, Council and/or Committee clearly indicate what impact the said submissions may have had on the outcome at the time that the decision is being rendered.

[Parkland and Increased Height/Density Provisions](#)

- Before a municipality adopts official plan policies allowing it to pass by-laws under subsection 42 (3) (alternative parkland dedication requirement), it must first have a parks plan that examines the need for parkland in the municipality. Further, the alternative parkland dedication requirement would be reduced from the current value limit of 1 hectare of land for each 300 dwelling units proposed to 1 hectare of land for each 500 dwelling units proposed.

Oxford's current Official Plan policies enable the alternative parkland requirement. However, the alternative requirement is not often utilized as it typically only exceeds the standard Planning Act parkland dedication requirement (i.e. 5% of land area) in the case of higher density residential development sites. With the approval of Bill 73, a municipality would be required to have a parks plan in place if they wished to enable the alternative parkland requirement through Official Plan policy and it would require even higher density residential development before the alternative requirement would be advantageous for a municipality to utilize.

- Money collected under a Section 37 by-law (Height and/or Density Bonus) must be held in a special account exclusively for the purposes for which the money was collected, similar to what is currently required for cash-in-lieu of parkland. Further, the Treasurer is now required to provide an annual financial statement to Council relating to these special accounts (e.g. opening and closing balances, the facilities and services on which any money was spent etc.) and ensure it is made available to the public.

Planning staff have no specific comments regarding the noted changes, however, it should be noted that the changes will potentially place additional administrative responsibilities on municipal Treasurers with respect to managing related funds and preparing the annual report to Council.

Other Proposed Changes

There are a number of other changes to the Planning Act introduced through Bill 73 that are not specifically related to any of the above noted topic areas, these are outlined as follows:

- A new requirement that municipalities provide the Minister of Municipal Affairs and Housing with a 90 day notice before adopting a new Official Plan. This additional notice period will delay the adoption of a new Official Plan, after it is ready to be considered by Council, by adding 3 months to the review period.
- The review period for Official Plan amendments may be extended from 180 days to 270 days if specific criteria are met.
- A number of other “minor” changes to the Act that mostly involve changing section references caused by other changes to the respective Acts. Planning Staff have no specific comments or concerns with respect to these changes

It should be noted that certain Official Plan policies and County and Area Municipal procedures with respect to development application review and processing will be affected by the changes to the Planning Act. Therefore, once the proposed amendments and related regulations have been fully enacted by the Province, the County and/or Area Municipalities will need to review any impacted Official Plan policies and administrative procedures to determine what, if any, new policies or procedural amendments may be required.

b) Proposed Amendments to the Development Charges Act

The following is a summary of the changes to the Development Charges Act (DCA) and the new Development Charges Act Ontario Regulation 428/15 reflecting changes made under Bill 73 which took full force and effect on January 1, 2016.

Development Charges Background Study

- Must now be available 60 days prior to passing the development charge by-law – previously two weeks prior to the statutory public meeting
- Must remain available on the municipality’s website as long as the by-law is in effect

Payment Timing of Development Charge for Multiple Building Permits

- Requires that the development charge is calculated and payable when the first permit is issued
- In the case of a development consisting of two or more phases that will not be constructed concurrently and are anticipated to be completed in different years, each phase of the development is deemed to be a separate development

Ineligible Services

- Definition of waste management services has been changed so that only the provision of “landfill sites and services” and “facilities and services for incineration of waste” remain ineligible
- DC funding for the collection of solid waste, organics and recycling, as well as the treatment and management of organics and recyclables will now be permitted

Prescribed Services for Planned Level of Service for Transit

- All transit services are to be considered a prescribed service – meaning based on a planned level of service rather than the 10-year historical level of service
- Estimated planned level of service for transit can only include service that is intended to benefit anticipated development within the 10-year period immediately following the Background Study – no inclusion of excess capacity beyond the 10-year period can be included
- Background Study must now set out transit planned level of service calculations, the allocation of transit capital costs to development within the 10-year period and “post-period” development, excess capacity at the end of the 10-year period, and a detailed assessment of transit ridership

Asset Management Plan Requirements

- New requirement to provide an asset management plan as part the Background Study
- For all services except transit, the Background Study shall deal with all assets proposed in the Study and demonstrate that the assets are “financially sustainable over their full life cycle”
- Municipalities will determine how that is incorporated into the Background Study with the exception of prescribed services – being only transit at this time which is prescribed in the Regulation
- Expectation is that the requirement for all assets other than prescribed services will align with the Asset Management Plan Guidelines established by the Province

Area Specific Charges

- Municipalities are required to consider area rating to reflect different needs for different areas, although not mandatory to pass area specific charges
- New powers allow the Minister to prescribed services, but do not provide for any at this time

Annual Report of the Treasurer

- Must include opening/closing balances, all transactions in the fund, statements identifying all assets funded by DCs and how the portions not funded by DCs were funded
- Requires a statement that the municipality is compliant with the Act
- Council shall ensure that the statement is available to the public
- Removed requirement to file statements with the Ministry unless requested to provide
- New requirements will be required for the 2015 year report

No Additional Levies

- New section prohibits municipalities from imposing additional payments (i.e. voluntary payments) for construction of a service not authorized under the DCA, except as permitted by the Act as a Local Service or another Act (i.e. Municipal Act as a Local Improvement, Planning Act as Parkland Dedication)
- Allows for exceptions if a class of service or development, or an Act is prescribed – no provision is made in the Regulation at this time
- This does not affect a charge imposed prior to January 1, 2016

Other Changes

- Minister may at any time investigate a municipality for compliance – powers provided to the Minister are extensive
- Housekeeping change to update the reference to the Condominium Act

Conclusions

With respect to the changes to the Development Charges Act and the new Regulation, the changes most likely to have an impact on, or to be considered in, the County's development charge program include: introduction of waste diversion as an eligible service; incorporating the County's Asset Management Plan in the next Background Study; and amendments to the Annual Report of the Treasurer.

Regarding the Planning Act, there are several changes that will require consideration by both County and Area Councils going forward, particularly with respect to ensuring that public participation is reflected in Council's decisions and the consideration of the role of a Planning Advisory Committee in land use planning matters at the County level.

SIGNATURES

Report Author:

original signed by

Gordon K. Hough, RPP
Director of Community and Strategic Planning

Report Author:

original signed by

Lynn S. Buchner, CPA, CGA
Director of Corporate Services

Approved for submission:

original signed by

Peter M. Crockett, P.Eng.
Chief Administrative Officer



MEDIA RELEASE

January 28, 2016

Tillsonburg District Memorial Hospital establishes a Campus of Care for Tillsonburg and area

TILLSONBURG – Tillsonburg District Memorial Hospital (TDMH) has established a Campus of Care, offering a range of healthcare services, to make it easier for patients and families to navigate the healthcare system. A sign has been installed at the front of the hospital to indicate services provided.

“As a Campus of Care, our goal is to minimize confusion and offer one-stop shopping for patients and their families,” says Crystal Houze, TDMH President and CEO. “People can be confident they are receiving the right care at the right place at the right time.”

TDMH’s Campus of Care includes acute care, complex continuing care, emergency services, surgical services, diagnostic imaging, cardiac services and respiratory therapy. There are also various outpatient clinics, including internal medicine, endoscopy centre, Ed DeSutter Dialysis Unit, allergy, diabetes education, Public Health Clinical Services, gynecology and Community Care Access Centre.



A new sign installed at TDMH announces that the hospital is now a Campus of Care, offering a range of services in one location.



SOUTH CENTRAL ONTARIO REGION ECONOMIC DEVELOPMENT CORPORATION

Meeting of the Board of Directors

DATE: December 22, 2015

LOCATION: 4 Elm Street Tillsonburg

PRESENT: Jim Oliver, Robert Chambers, Charlie Luke, Ron Eddy, Ed Ketchabaw, David Mayberry

REGRETS: Vance Blackmore, Wayne Casier, Brad Richards, Stephen Molnar

STAFF: Art Lawson, Kimberly Earls

GUESTS:

ISSUE	ACTION	Assigned to:
1. Call to Order Chair's Comments	J Oliver calls the meeting to order at 9:00 am Welcome	
2. Declaration of Pecuniary Interests	None Declared	
3. Adoption of Agenda	J Oliver calls for motion to adopt agenda as presented. <u>MOTION 2015-62</u> Moved by E Ketchabaw and seconded by D Mayberry: "RESOLVED THAT the agenda be adopted with requested changes." CARRIED	
4. Approval of Previous Minutes	J Oliver reviews minutes from previous meeting with the Board. J Oliver calls for the approval of minutes as submitted. <u>MOTION 2015-63</u> Moved by D Mayberry and seconded by R Chambers: "RESOLVED THAT minutes from November 26, 2015 Board meeting be approved as submitted." CARRIED	

SCOR BOARD OF DIRECTOR'S MEETING MINUTES

ISSUE	ACTION	Assigned to:
5. Financial Report	<p>R Chambers gives Treasurer's Report.</p> <p>J Oliver calls for a motion to accept the financial report as presented.</p> <p><u>MOTION 2015-64</u></p> <p>Moved by R Chambers and seconded by D Mayberry:</p> <p>"RESOLVED THAT the Treasurer's Report be approved as submitted including receipt of the auditor's letter dated December 22, 2015 as a review of our finances."</p> <p>CARRIED</p>	
6. General Manager's	<p>A Lawson gives the general manager's report.</p> <p>J Oliver calls for a motion to accept the General Manager's report as presented</p> <p><u>MOTION 2015-65</u></p> <p>Moved by E Ketchabaw and seconded by R Chambers:</p> <p>"RESOLVED THAT the General Managers report be accepted as submitted."</p> <p>CARRIED</p>	
7. OMAFRA	None	
8. CFDC Report	None	
9. Correspondence		
10. New Business	<p>a) Partnership Discussion J Oliver asks for the partnership discussion to be deferred into the new year once Middlesex County's position has been confirmed. J Oliver will connect with the new Warden at Middlesex, Jim Maudsley.</p> <p>b)OTF Funding A Lawson comments that OTF funding is for a separate and distinct project with its own deliverables.</p> <p>A Lawson comments that he has received legal advice in regards to corporation moving forward in light of OTF funding and that advice indicated that if there is some interest in keeping the corporation it might be wiser to re-vamp the logo if the Board wishes but to keep the existing corporate structure. After the Elgin decline to pay partner fees the Board adjusted the bylaws to include possibility of lower tier participation. This would enable corporation to continue without having to "re-introduce" as another corporate entity and allow for partners to re-commit financially at a later date.</p> <p>D Mayberry asks if after the two years it would be able to operate on its own.</p>	<p>A Lawson to meet with Bryan Gilvesy and Mark Wales early in new year in regards to water and food</p>

SCOR BOARD OF DIRECTOR'S MEETING MINUTES

ISSUE	ACTION	Assigned to:
	<p>A Lawson comments, Yes the food hub project should be well on its way and be well established after that time frame.</p> <p>J Oliver asks if there is another Board member who would like to sit on the FoodHub Steering Committee.</p> <p><u>c)Discussion of Budget</u> <u>Option 1 Wind Down</u> J Oliver asks about line items in regard to administration costs and the effects on the OTF project. R Chambers replies to specific line item inquiries.</p> <p><u>Option 3 Full Partner</u> J Oliver asks about SCOR contribution to the partner funding and its effects on the Ontario Trillium Funding.</p> <p>J Oliver calls for motion to receive the draft operating budgets provided today as information and management guides also included would be the food hub project budget.</p> <p><u>MOTION 2015-66</u></p> <p>Moved by D Mayberry and seconded by R Chambers:</p> <p>“RESOLVED THAT the Board receive the two draft operating budget documents as information and management as well as the OTF project budget as submitted.”</p> <p>CARRIED</p>	
12. Adjournment	<p>J Oliver calls for motion to adjourn.</p> <p><u>MOTION 2015-67</u></p> <p>Moved by R Chambers and seconded by E Ketchabaw:</p> <p>“RESOLVED THAT the SCOR EDC December 22, 2015 Board meeting adjourn at 10:28 am.”</p> <p>CARRIED</p>	

Minutes approved by the Board of Directors



Chair

or

Secretary-Treasurer

Prepared by: Kim Earls



SOUTH CENTRAL ONTARIO REGION ECONOMIC DEVELOPMENT CORPORATION

December 22, 2015 BOARD OF DIRECTORS MEETING

GENERAL MANAGER'S REPORT

Activities Related to Economic Infrastructure

Responded to inquiries about the CN Rail spur and programs to assist both with infrastructure and naturalizing easements.

Project concepts for a water and food security have been discussed with stakeholders; the objective is to have a project outline to take to ROMA to seek funding and support from MOECC and OMAFRA.

Activities Related to Human Capital

Workforce Planning Boards and ROI:

Met with project team regarding a pilot study on labour force mobility and factors motivating relocation.

Finalized the EmployerOne Survey for January release. The survey will be shorter this year in an attempt to get more participation.

Data and information sources are being identified to assess potential impacts of the Trans Pacific Partnership. Details of the agreement are not finalized but the prior federal government has announced transitional funding; we hope to find the basis of the estimated funding requirements.

Met with an angel investor / mentor from east of Toronto interested in working in the SCOR area with entrepreneurs commercializing new products and technologies. He was also interested in joining an angel investment group in this region. Did follow up investigation of angel networks and contacts for western Ontario as well as programs for equity investors.

Activities Related to Sector Development:

Met with investors and Bernia Wheaton from ROED looking for brownfield investments in the region. A follow up visit is expected in January regarding potential food processing or agricultural product manufacturing investment through Asian investors.

Met with a consultant representing an Indian food company seeking product concepts that could be licensed from producers here and manufactured in India for the Indian market. Visits and sample testing is being arranged for early January with 3 businesses from the region.

FoodHub

We continue to get more and larger orders from schools through the OSNP and for Huron at Western and the Browns Dining program. We will be coordinating tours and doing combined promotion and site visits for staff and students.

Ontario Trillium Foundation

We were successful in receipt of our OTF funding for two years in the amount of \$193,000. We have some key deliverables with this funding that will be discussed in more detail at our January Board meeting.

Greenbelt Funding

We were not successful in receiving our Greenbelt Funding.

Activities Related to Lobbying

Council Presentations have been the focus for the last month as well as support of other organizations such as OFA and municipal committees.

Contacts have been made to solicit issues from stakeholder groups. To date OACFDC and Ingersoll have indicated that they will have issues that they wish SCOR to support and present at ROMA.

Inquiries, Support & Facilitation Activities

- Sent out 7 communications regarding funding or resource information
- Responded to 5 inquires
- 6 meetings with groups interested in real estate development opportunities in the region.

**Town of Ingersoll
Monthly Cheque Disbursements
January 2016**

PURCHASED FROM VENDORS LOCATED IN INGERSOLL \$ 24,927.02

VOUCHER #	CHEQUE #	ACCOUNT	DESCRIPTION	OF PURCHASE	DEBITS	CREDITS
PATTON CORMIER FERREIRA IN TRU						
	77,557	46053 10-0000-3658-80000	MATERIALS	WOOD LOT AQUISITION	\$36,596.19	
	77,557	46053 10-0000-3658-40710	LEGAL FEES	WOOD LOT AQUISITION	\$257.75	
	77,557	46053 10-0000-3658-40710	LEGAL FEES	WOOD LOT AQUISITION	\$4,493.88	
	77,557	46053 01-0900-4000-40710	LEGAL FEES	WOOD LOT AQUISITION	\$5,197.71	
	77,557	46053 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WOOD LOT AQUISITION	\$495.13	
	77,557	46053 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WOOD LOT AQUISITION	\$572.09	
	77,557	46053 01-0000-0100-00100	BANK	WOOD LOT AQUISITION	\$0.00	\$47,612.75
407 ETR						
	77,578	46054 01-4500-4000-42900	MISCELLANEOUS EXPENSE	407 TOLL-ASPHALT COURSE	\$27.82	
	77,578	46054 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	407 TOLL-ASPHALT COURSE	\$0.00	\$27.82
ABELL PEST CONTROL INC						
	77,571	46055 01-5000-6040-41550	MAINTENANCE CONTRACTS	PEST CONTROL FEB-JUL 2016	\$293.34	
	77,571	46055 01-0000-0200-00325	HST RECEIVABLE100%	PEST CONTROL FEB-JUL 2016	\$38.13	
	77,571	46055 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PEST CONTROL FEB-JUL 2016	\$0.00	\$331.47
ACAPULCO ***						
	77,506	46056 01-5100-4100-41710	CHEMICALS	VPCC SODIUM BICARBONATE	\$42.10	
	77,506	46056 01-0000-0200-00325	HST RECEIVABLE100%	VPCC SODIUM BICARBONATE	\$5.47	
	77,506	46056 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC SODIUM BICARBONATE	\$0.00	\$47.57
	77,507	46056 01-5100-4100-41710	CHEMICALS	VPCC POOL CHLORINE	\$812.00	
	77,507	46056 01-0000-0200-00325	HST RECEIVABLE100%	VPCC POOL CHLORINE	\$105.56	
	77,507	46056 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC POOL CHLORINE	\$0.00	\$917.56
ASPIRIA						
	77,534	46057 01-1000-4000-40860	EMPLOYEE ASSISTANCE PROGRAM	EAP ANNUAL FEE 2015	\$3,408.96	
	77,534	46057 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EAP ANNUAL FEE 2015	\$376.54	
	77,534	46057 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EAP ANNUAL FEE 2015	\$0.00	\$3,785.50
A.M.C.T.O. ***						
	77,458	46058 01-1000-4000-40600	MEMBERSHIP FEES	2016 MEMBERSHIP-A WRIGHT	\$382.62	
	77,458	46058 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2016 MEMBERSHIP-A WRIGHT	\$42.26	
	77,458	46058 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 MEMBERSHIP-A WRIGHT	\$0.00	\$424.88
	77,459	46058 01-1000-4000-40600	MEMBERSHIP FEES	2016 MEMBERSHIP-M GRAVES	\$382.62	
	77,459	46058 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2016 MEMBERSHIP-M GRAVES	\$42.26	
	77,459	46058 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 MEMBERSHIP-M GRAVES	\$0.00	\$424.88
	77,460	46058 01-1300-4000-40600	MEMBERSHIP FEES	2016 MEMBERSHIP-J MCANDREW	\$382.62	
	77,460	46058 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2016 MEMBERSHIP-J MCANDREW	\$42.26	
	77,460	46058 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 MEMBERSHIP-J MCANDREW	\$0.00	\$424.88
	77,461	46058 01-0900-4000-40600	MEMBERSHIP FEES	2016 MEMBERSHIP-B TIGERT	\$382.62	
	77,461	46058 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2016 MEMBERSHIP-B TIGERT	\$42.26	
	77,461	46058 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 MEMBERSHIP-B TIGERT	\$0.00	\$424.88
ATTACHE GROUP INC.						
	77,537	46059 01-1002-4000-40270	NEW EQUIPMENT	PC REPLACEMENT	\$608.63	
	77,537	46059 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC REPLACEMENT	\$67.22	
	77,537	46059 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC REPLACEMENT	\$0.00	\$675.85
	77,538	46059 01-1002-4000-40270	NEW EQUIPMENT	PC REPLACEMENT	\$1,201.99	
	77,538	46059 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PC REPLACEMENT	\$132.77	
	77,538	46059 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PC REPLACEMENT	\$0.00	\$1,334.76
BATTLEFIELD EQUIPMENT RENTALS						
	77,471	46060 01-4500-4130-80000	MATERIALS-HARDTOP MAINT, PATCHING & SPRAYIN	CONCRETE BREAKER	\$411.50	

	77,471	46060 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CONCRETE BREAKER	\$45.45	
	77,471	46060 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CONCRETE BREAKER	\$0.00	\$456.95
BRAGG, JEFF						
	77,550	46061 01-2000-4025-41550	MAINTENANCE CONTRACTS	TOWN HALL CLEANING DEC	\$259.49	
	77,550	46061 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN HALL CLEANING DEC	\$28.66	
	77,550	46061 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN HALL CLEANING DEC	\$0.00	\$288.15
	77,551	46061 01-2000-4015-41750	LOT SNOW REMOVAL & SANDING	CARR WALKWAY CLEANING DEC	\$16.95	
	77,551	46061 01-2000-4035-41750	LOT SNOW REMOVAL & SANDING--DOWNTOWN GAZEBO	CARR WALKWAY CLEANING DEC	\$16.95	
	77,551	46061 01-2000-4025-41750	LOT SNOW REMOVAL & SANDING	CARR WALKWAY CLEANING DEC	\$16.97	
	77,551	46061 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CARR WALKWAY CLEANING DEC	\$1.88	
	77,551	46061 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CARR WALKWAY CLEANING DEC	\$1.88	
	77,551	46061 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CARR WALKWAY CLEANING DEC	\$1.87	
	77,551	46061 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR WALKWAY CLEANING DEC	\$0.00	\$56.50
R.J.BURNSIDE & ASSOCIATES						
	77,478	46062 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	PATROL SYSTEM SUPPORT	\$1,628.16	
	77,478	46062 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PATROL SYSTEM SUPPORT	\$179.84	
	77,478	46062 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PATROL SYSTEM SUPPORT	\$0.00	\$1,808.00
CAMPBELL'S						
	77,556	46063 01-3400-4000-40200	OFFICE SUPPLIES	STATIONARIES	\$21.31	
	77,556	46063 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STATIONARIES	\$2.35	
	77,556	46063 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STATIONARIES	\$0.00	\$23.66
	77,572	46063 01-3000-4000-40200	OFFICE SUPPLIES	USB DRIVE	\$25.43	
	77,572	46063 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	USB DRIVE	\$2.81	
	77,572	46063 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	USB DRIVE	\$0.00	\$28.24
CANADIAN NATIONAL RAILWAYS						
	77,579	46064 01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	DEC SIGNAL/GATES MAINT	\$776.25	
	77,579	46064 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEC SIGNAL/GATES MAINT	\$0.00	\$776.25
CANADIAN RED CROSS-MISSISSAUGA						
	77,516	46065 01-5100-6060-41450	LEADERSHIP	WS INSTRUCTOR RECERT.	\$27.50	
	77,516	46065 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WS INSTRUCTOR RECERT.	\$0.00	\$27.50
	77,517	46065 01-5100-6060-41450	LEADERSHIP	WS INSTRUCTOR RECERT.	\$27.50	
	77,517	46065 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WS INSTRUCTOR RECERT.	\$0.00	\$27.50
CANSEL - TORONTO*****						
	77,441	46066 01-4000-4000-40220	TELEPHONE	GPS UNITS	\$264.58	
	77,441	46066 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS UNITS	\$29.22	
	77,441	46066 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS UNITS	\$0.00	\$293.80
	77,442	46066 01-4000-4000-40220	TELEPHONE	GPS UNIT	\$264.58	
	77,442	46066 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS UNIT	\$29.22	
	77,442	46066 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS UNIT	\$0.00	\$293.80
CARRIER TRUCK CENTERS						
	77,484	46067 01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	TRUCK#4 FILTER	\$27.94	
	77,484	46067 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#4 FILTER	\$3.09	
	77,484	46067 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#4 FILTER	\$0.00	\$31.03
	77,485	46067 01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	TRUCK#4 FUEL FILTER	\$176.39	
	77,485	46067 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#4 FUEL FILTER	\$19.48	
	77,485	46067 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#4 FUEL FILTER	\$0.00	\$195.87
	77,486	46067 01-4500-4230-46385	938500 T5-07 INTERNATIONAL D TRUCK	TRUCK#5 BELT BUCKLE	\$94.24	
	77,486	46067 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#5 BELT BUCKLE	\$10.41	
	77,486	46067 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#5 BELT BUCKLE	\$0.00	\$104.65
	77,577	46067 01-4500-4230-46385	938500 T5-07 INTERNATIONAL D TRUCK	TRUCK#5 SAFETY BELT	\$121.19	
	77,577	46067 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#5 SAFETY BELT	\$13.38	
	77,577	46067 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#5 SAFETY BELT	\$0.00	\$134.57
CEDAR SIGNS						
	77,473	46068 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVAL	SNOW REMOVAL MATERIALS	\$352.50	

	77,473	46068 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW REMOVAL MATERIALS	\$38.93	
	77,473	46068 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW REMOVAL MATERIALS	\$0.00	\$391.43
CERVUS EQUIPMENT						
	77,480	46069 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	TRUCK#8 AIR FILTER	\$198.78	
	77,480	46069 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#8 AIR FILTER	\$21.95	
	77,480	46069 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#8 AIR FILTER	\$0.00	\$220.73
	77,481	46069 01-4500-4230-46388	938300 T3-09 PETERBILT D TRUCK	TRUCK #3 HARNESS WIRE	\$61.05	
	77,481	46069 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK #3 HARNESS WIRE	\$6.74	
	77,481	46069 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK #3 HARNESS WIRE	\$0.00	\$67.79
	77,482	46069 01-4500-4230-46388	938300 T3-09 PETERBILT D TRUCK	TRUCK#3 AIR FILTER	\$198.78	
	77,482	46069 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3 AIR FILTER	\$21.95	
	77,482	46069 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#3 AIR FILTER	\$0.00	\$220.73
COMMISSIONAIRES						
	77,502	46070 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE 11/08-11/21	\$751.80	
	77,502	46070 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE 11/08-11/21	\$83.04	
	77,502	46070 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE 11/08-11/21	\$0.00	\$834.84
	77,503	46070 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE 11/22-12/05	\$751.80	
	77,503	46070 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE 11/22-12/05	\$83.04	
	77,503	46070 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE 11/22-12/05	\$0.00	\$834.84
CONTRACTORS RENTAL SUPPLY						
	77,511	46071 01-5000-6100-41500	CONTRACTED SERVICES	RENTAL-SANTA VILLAGE FENCE	\$39.90	
	77,511	46071 01-0000-0200-00325	HST RECEIVABLE100%	RENTAL-SANTA VILLAGE FENCE	\$5.19	
	77,511	46071 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RENTAL-SANTA VILLAGE FENCE	\$0.00	\$45.09
	77,512	46071 01-5000-6100-41500	CONTRACTED SERVICES	RENTAL-SANTA VILLAGE FENCE	\$13.68	
	77,512	46071 01-0000-0200-00325	HST RECEIVABLE100%	RENTAL-SANTA VILLAGE FENCE	\$1.78	
	77,512	46071 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RENTAL-SANTA VILLAGE FENCE	\$0.00	\$15.46
CORE-MARK INTERNATIONAL, INC.						
	77,523	46072 01-5000-6020-40430	CANTEEN SUPPLIES	CANDY OIL CHIPS	\$312.97	
	77,523	46072 01-0000-0200-00325	HST RECEIVABLE100%	CANDY OIL CHIPS	\$39.72	
	77,523	46072 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY OIL CHIPS	\$0.00	\$352.69
EASY WAY CLEANING PRODUCTS LIM						
	77,549	46073 01-2000-4025-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$167.86	
	77,549	46073 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$18.54	
	77,549	46073 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$186.40
ECONOMIC DEVELOPERS COUNCIL OF						
	77,580	46074 01-7000-4000-40600	MEMBERSHIP FEES	EDCO 2016 MEMBERSHIP K BROWN	\$534.24	
	77,580	46074 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EDCO 2016 MEMBERSHIP K BROWN	\$59.01	
	77,580	46074 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EDCO 2016 MEMBERSHIP K BROWN	\$0.00	\$593.25
EDPRO ENERGY GROUP INC ***						
	77,546	46075 01-0000-0400-00280	PREPAID EXPENSES	PROPANE JAN-MAR 2016	\$87.93	
	77,546	46075 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE JAN-MAR 2016	\$11.43	
	77,546	46075 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE JAN-MAR 2016	\$0.00	\$99.36
Employee Reimbursement						
	77,438	46076 01-4000-4000-42900	MISCELLANEOUS EXPENSE	TOLL CHRG NOV TRAINING	\$46.02	
	77,438	46076 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOLL CHRG NOV TRAINING	\$0.00	\$46.02
E M DIRECT INC.						
	77,499	46077 01-3000-4000-40630	STAFF TRAINING	DEFIB TRAINING	\$661.44	
	77,499	46077 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DEFIB TRAINING	\$73.06	
	77,499	46077 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEFIB TRAINING	\$0.00	\$734.50
ERTH HOLDINGS INC.						
	77,443	46078 01-4000-4400-41530	EQUIPMENT REPAIRS & MAINT	NOV ST LITS MAINT	\$640.58	
	77,443	46078 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NOV ST LITS MAINT	\$70.76	
	77,443	46078 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOV ST LITS MAINT	\$0.00	\$711.34
EURO-EX CONSTRUCITON						

	77,439	46079 10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	HYDRO SEED-CATHERINE ST	\$1,040.00	
	77,439	46079 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HYDRO SEED-CATHERINE ST	\$0.00	\$1,040.00
FASTENAL CANADA ***						
	77,488	46080 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SLING WEB	\$51.76	
	77,488	46080 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SLING WEB	\$5.72	
	77,488	46080 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SLING WEB	\$0.00	\$57.48
	77,489	46080 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	BOLTS/NUTS	\$50.90	
	77,489	46080 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS/NUTS	\$5.62	
	77,489	46080 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLTS/NUTS	\$0.00	\$56.52
	77,495	46080 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	STOCK	\$43.08	
	77,495	46080 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STOCK	\$4.76	
	77,495	46080 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STOCK	\$0.00	\$47.84
	77,527	46080 01-5000-6050-41700	BLDG REPAIRS AND MAINT	NUTS/BOLTS	\$37.73	
	77,527	46080 01-0000-0200-00325	HST RECEIVABLE100%	NUTS/BOLTS	\$4.90	
	77,527	46080 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTS/BOLTS	\$0.00	\$42.63
	77,528	46080 01-3000-4000-40630	STAFF TRAINING	FIRE HALL TRAINING AREA SUPPLI	\$39.86	
	77,528	46080 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL TRAINING AREA SUPPLI	\$4.40	
	77,528	46080 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL TRAINING AREA SUPPLI	\$0.00	\$44.26
Employee Reimbursement						
	77,535	46081 01-4500-4000-40290	UNIFORMS & CLOTHING	CLOTHING-R FLEMING	\$86.46	
	77,535	46081 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLOTHING-R FLEMING	\$9.55	
	77,535	46081 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLOTHING-R FLEMING	\$0.00	\$96.01
Employee Reimbursement						
	77,457	46082 01-0100-4000-40220	TELEPHONE	DATA CHRГ 2015	\$549.50	
	77,457	46082 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DATA CHRГ 2015	\$60.70	
	77,457	46082 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DATA CHRГ 2015	\$0.00	\$610.20
GARDNER DENVER CANADA CORP.						
	77,500	46083 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	GENERAL REPAIR	\$433.47	
	77,500	46083 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GENERAL REPAIR	\$47.88	
	77,500	46083 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GENERAL REPAIR	\$0.00	\$481.35
	77,501	46083 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	GENERAL REPAIR	\$533.33	
	77,501	46083 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GENERAL REPAIR	\$58.91	
	77,501	46083 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GENERAL REPAIR	\$0.00	\$592.24
GRA - HAM ENERGY						
	77,444	46084 01-4500-4230-41420	FUEL- GASOLINE	PW REGULAR GAS	\$222.18	
	77,444	46084 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW REGULAR GAS	\$24.54	
	77,444	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW REGULAR GAS	\$0.00	\$246.72
	77,445	46084 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	PW CLEAR DIESEL	\$665.65	
	77,445	46084 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW CLEAR DIESEL	\$73.53	
	77,445	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW CLEAR DIESEL	\$0.00	\$739.18
	77,446	46084 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	PW COLORED DIESEL	\$187.95	
	77,446	46084 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW COLORED DIESEL	\$20.76	
	77,446	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW COLORED DIESEL	\$0.00	\$208.71
	77,447	46084 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	PW CLEAR DIESEL	\$858.54	
	77,447	46084 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW CLEAR DIESEL	\$94.83	
	77,447	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW CLEAR DIESEL	\$0.00	\$953.37
	77,448	46084 01-4500-4230-41420	FUEL- GASOLINE	PW REGULAR GAS	\$288.11	
	77,448	46084 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW REGULAR GAS	\$31.83	
	77,448	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW REGULAR GAS	\$0.00	\$319.94
	77,449	46084 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	PW COLORED DIESEL	\$770.85	
	77,449	46084 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW COLORED DIESEL	\$85.15	
	77,449	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW COLORED DIESEL	\$0.00	\$856.00
	77,450	46084 01-4500-4230-46431	VEHICLE MAINTENANCE	PW DRUM OF OIL	\$591.63	
	77,450	46084 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW DRUM OF OIL	\$65.35	

	77,450	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW DRUM OF OIL	\$0.00	\$656.98
	77,513	46084 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$77.70	
	77,513	46084 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$10.10	
	77,513	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$87.80
	77,514	46084 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$38.56	
	77,514	46084 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$5.01	
	77,514	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$43.57
	77,515	46084 01-3000-4000-41470	VEHICLE FUEL	FUEL-FIRE HALL	\$44.99	
	77,515	46084 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FUEL-FIRE HALL	\$4.97	
	77,515	46084 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL-FIRE HALL	\$0.00	\$49.96
GREEN LEA						
	77,479	46085 01-4500-4230-46395	939500 ELGIN SWEEPER	LINE STRAINER	\$62.95	
	77,479	46085 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LINE STRAINER	\$6.95	
	77,479	46085 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LINE STRAINER	\$0.00	\$69.90
HANSFORD, BRUCE						
	77,437	46086 01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	TREE REMOVAL	\$1,831.68	
	77,437	46086 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREE REMOVAL	\$202.32	
	77,437	46086 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREE REMOVAL	\$0.00	\$2,034.00
HILLSIDE KENNELS						
	77,463	46087 01-3600-4000-41560	CONTRACTS	ANIMAL CONTROL DEC 2015	\$1,078.66	
	77,463	46087 01-3600-4000-41557	VETERINARY SERVICES	ANIMAL CONTROL DEC 2015	\$129.95	
	77,463	46087 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ANIMAL CONTROL DEC 2015	\$119.14	
	77,463	46087 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ANIMAL CONTROL DEC 2015	\$0.00	\$1,327.75
HM PIPE PRODUCTS INC						
	77,483	46088 01-4500-4110-80000	MATERIALS-BRIDGES & CULVERTS	PVC PIPE	\$226.92	
	77,483	46088 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PVC PIPE	\$25.07	
	77,483	46088 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PVC PIPE	\$0.00	\$251.99
HOT,COLD & FREEZING						
	77,521	46089 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	ARENA MAKE-UP AIR SERVICE	\$1,593.42	
	77,521	46089 01-0000-0200-00325	HST RECEIVABLE100%	ARENA MAKE-UP AIR SERVICE	\$207.15	
	77,521	46089 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA MAKE-UP AIR SERVICE	\$0.00	\$1,800.57
	77,522	46089 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	ARENA BOILER REPAIR	\$537.70	
	77,522	46089 01-0000-0200-00325	HST RECEIVABLE100%	ARENA BOILER REPAIR	\$69.90	
	77,522	46089 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA BOILER REPAIR	\$0.00	\$607.60
	77,555	46089 01-2000-4025-41530	EQUIPMENT REPAIRS & MAINTENANCE	TOWN HALL BOILER REPAIR	\$1,020.62	
	77,555	46089 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN HALL BOILER REPAIR	\$112.74	
	77,555	46089 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN HALL BOILER REPAIR	\$0.00	\$1,133.36
INGERSOLL GLASS & MIRROR ***						
	77,540	46090 01-5100-4100-41700	BLDG REPAIRS AND MAINT	VPCC REPLACE DOOR	\$926.63	
	77,540	46090 01-0000-0200-00325	HST RECEIVABLE100%	VPCC REPLACE DOOR	\$120.46	
	77,540	46090 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC REPLACE DOOR	\$0.00	\$1,047.09
	77,541	46090 01-5100-4100-41700	BLDG REPAIRS AND MAINT	CAULKING	\$68.00	
	77,541	46090 01-0000-0200-00325	HST RECEIVABLE100%	CAULKING	\$8.84	
	77,541	46090 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CAULKING	\$0.00	\$76.84
INGERSOLL HOME CENTRE LTD						
	77,558	46091 01-5200-4100-41700	BLDG REPAIRS AND MAINT	RADIATOR CAP	\$2.99	
	77,558	46091 01-0000-0200-00325	HST RECEIVABLE100%	RADIATOR CAP	\$0.39	
	77,558	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RADIATOR CAP	\$0.00	\$3.38
	77,559	46091 01-5200-4100-41700	BLDG REPAIRS AND MAINT	VICE REPAIR	\$1.83	
	77,559	46091 01-0000-0200-00325	HST RECEIVABLE100%	VICE REPAIR	\$0.24	
	77,559	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VICE REPAIR	\$0.00	\$2.07
	77,560	46091 01-5200-4100-41700	BLDG REPAIRS AND MAINT	BATTERIES+BULBS	\$22.97	
	77,560	46091 01-0000-0200-00325	HST RECEIVABLE100%	BATTERIES+BULBS	\$2.99	
	77,560	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES+BULBS	\$0.00	\$25.96

	77,561	46091 01-5200-6090-40500	SPECIAL EVENTS	FUEL-X'MAS DINNER	\$15.94	
	77,561	46091 01-0000-0200-00325	HST RECEIVABLE100%	FUEL-X'MAS DINNER	\$2.07	
	77,561	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL-X'MAS DINNER	\$0.00	\$18.01
	77,562	46091 01-5200-4100-41700	BLDG REPAIRS AND MAINT	WASHROOM DRAIN REPAIR	\$15.48	
	77,562	46091 01-0000-0200-00325	HST RECEIVABLE100%	WASHROOM DRAIN REPAIR	\$2.01	
	77,562	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASHROOM DRAIN REPAIR	\$0.00	\$17.49
	77,563	46091 01-5200-4100-41700	BLDG REPAIRS AND MAINT	DRAIN COVER	\$9.99	
	77,563	46091 01-0000-0200-00325	HST RECEIVABLE100%	DRAIN COVER	\$1.30	
	77,563	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRAIN COVER	\$0.00	\$11.29
	77,564	46091 01-3000-4000-40630	STAFF TRAINING	TRAINING COMPOUND WOOD	\$180.77	
	77,564	46091 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAINING COMPOUND WOOD	\$19.96	
	77,564	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAINING COMPOUND WOOD	\$0.00	\$200.73
	77,565	46091 01-3000-4000-40630	STAFF TRAINING	TRAINING GROUDN MATERIAL	\$492.49	
	77,565	46091 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAINING GROUDN MATERIAL	\$54.40	
	77,565	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAINING GROUDN MATERIAL	\$0.00	\$546.89
	77,566	46091 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	SNOW MARKERS	\$102.78	
	77,566	46091 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW MARKERS	\$11.35	
	77,566	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW MARKERS	\$0.00	\$114.13
	77,567	46091 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	SPRUCE STAKES	\$51.39	
	77,567	46091 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SPRUCE STAKES	\$5.68	
	77,567	46091 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SPRUCE STAKES	\$0.00	\$57.07
INGERSOLL RENT-ALL ***						
	77,494	46092 01-4500-4221-41500	CONTRACTED SERVICES	SAND SPREADER REPAIRS	\$285.44	
	77,494	46092 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SAND SPREADER REPAIRS	\$31.52	
	77,494	46092 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SAND SPREADER REPAIRS	\$0.00	\$316.96
	77,576	46092 01-4500-4230-46409	940900 LAWN MOWER/WEED CUTTERS	FILTER	\$33.13	
	77,576	46092 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILTER	\$3.66	
	77,576	46092 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILTER	\$0.00	\$36.79
KROWN RUST CONTROL CENTRE						
	77,490	46093 01-4500-4230-46431	VEHICLE MAINTENANCE	12 CANS OIL	\$82.43	
	77,490	46093 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	12 CANS OIL	\$9.10	
	77,490	46093 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	12 CANS OIL	\$0.00	\$91.53
LAWRENCE-PAINE & ASSOCIATES						
	77,530	46094 01-5100-4100-41530	EQUIP REPAIRS & MAINT	REPAIR FOLDING DOOR	\$625.00	
	77,530	46094 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR FOLDING DOOR	\$81.25	
	77,530	46094 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR FOLDING DOOR	\$0.00	\$706.25
LIFESAVING SOCIETY						
	77,518	46095 01-5100-6060-41450	LEADERSHIP	BRONZE CROSS	\$110.22	
	77,518	46095 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BRONZE CROSS	\$0.00	\$110.22
LIND LUMBER LIMITED						
	77,474	46096 01-4500-4110-80000	MATERIALS-BRIDGES & CULVERTS	WOOD-PW	\$500.33	
	77,474	46096 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WOOD-PW	\$55.27	
	77,474	46096 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WOOD-PW	\$0.00	\$555.60
LONDON FIRE EQUIPMENT LTD ***						
	77,544	46097 01-5000-6040-41550	MAINTENANCE CONTRACTS	FUSION SEMI-ANNUAL KITCHEN MAI	\$210.80	
	77,544	46097 01-0000-0200-00325	HST RECEIVABLE100%	FUSION SEMI-ANNUAL KITCHEN MAI	\$27.40	
	77,544	46097 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION SEMI-ANNUAL KITCHEN MAI	\$0.00	\$238.20
	77,545	46097 01-5200-4100-41700	BLDG REPAIRS AND MAINT	FUSION GLASS REPLACE	\$99.00	
	77,545	46097 01-0000-0200-00325	HST RECEIVABLE100%	FUSION GLASS REPLACE	\$12.87	
	77,545	46097 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION GLASS REPLACE	\$0.00	\$111.87
M & L SUPPLY						
	77,529	46098 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	WARRANTY	\$16.45	
	77,529	46098 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WARRANTY	\$1.82	
	77,529	46098 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WARRANTY	\$0.00	\$18.27

MILLARDS CHARTERED ACCOUNTANTS	77,422	46099 40-8000-4000-40700	AUDIT FEES	BIA 2014 AUDIT FEES	\$2,136.96	
	77,422	46099 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BIA 2014 AUDIT FEES	\$236.04	
	77,422	46099 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIA 2014 AUDIT FEES	\$0.00	\$2,373.00
MINISTER OF FINANCE	77,570	46100 01-3400-4000-40600	MEMBERSHIP FEES	BLDG INSPECT 2016MEMBERSHIP	\$214.00	
	77,570	46100 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLDG INSPECT 2016MEMBERSHIP	\$0.00	\$214.00
MINISTER OF FINANCE - EHT ***	77,509	46101 01-0000-2100-00720	EMPLOYER HEALTH TAX (13135)	DEC 2015 PREMIUM	\$12,040.81	
	77,509	46101 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEC 2015 PREMIUM	\$0.00	\$12,040.81
MINISTRY OF FINANCE - M.T.O. *	77,547	46102 01-1000-4240-01627	VIOLATIONS - M.O.T.	NOV COURT COST	\$8.25	
	77,547	46102 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOV COURT COST	\$0.00	\$8.25
MINISTRY OF FINANCE (OPP)***	77,536	46103 01-3200-4000-41070	R.I.D.E. EXPENSES	RIDE 12/12/2015	\$1,042.08	
	77,536	46103 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDE 12/12/2015	\$0.00	\$1,042.08
MISTER SAFETY SHOES (FORMERLY	77,539	46104 01-5000-6020-40290	UNIFORMS & CLOTHING	BOOTS-A. BRAGG	\$219.90	
	77,539	46104 01-0000-0200-00325	HST RECEIVABLE100%	BOOTS-A. BRAGG	\$28.59	
	77,539	46104 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOOTS-A. BRAGG	\$0.00	\$248.49
MUNICIPAL FINANCE OFFICERS	77,462	46105 01-1300-4000-40600	MEMBERSHIP FEES	2016 MEMBERSHIP-I KOVAL	\$320.54	
	77,462	46105 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	2016 MEMBERSHIP-I KOVAL	\$35.41	
	77,462	46105 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 MEMBERSHIP-I KOVAL	\$0.00	\$355.95
NEOPOST - DPOC	77,575	46106 01-1000-4000-40230	POSTAGE	POSRAGE A/C#9042321009	\$9,005.32	
	77,575	46106 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	POSRAGE A/C#9042321009	\$994.68	
	77,575	46106 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POSRAGE A/C#9042321009	\$0.00	\$10,000.00
OGRA/ROMA COMBINED CONFERENCE	77,574	46107 01-0100-4000-40610	MEETINGS & CONFERENCES	OGRA/ROMA CONF. 2016	\$3,332.64	
	77,574	46107 01-0900-4000-40610	MEETINGS & CONFERENCES	OGRA/ROMA CONF. 2016	\$666.53	
	77,574	46107 01-4000-4000-40610	MEETINGS & CONFERENCES	OGRA/ROMA CONF. 2016	\$666.53	
	77,574	46107 01-4500-4000-40610	MEETINGS & CONFERENCES	OGRA/ROMA CONF. 2016	\$666.53	
	77,574	46107 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OGRA/ROMA CONF. 2016	\$368.11	
	77,574	46107 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OGRA/ROMA CONF. 2016	\$73.62	
	77,574	46107 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OGRA/ROMA CONF. 2016	\$73.62	
	77,574	46107 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OGRA/ROMA CONF. 2016	\$73.62	
	77,574	46107 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OGRA/ROMA CONF. 2016	\$0.00	\$5,921.20
ONTARIO SOUTHLAND RAILWAY INC.	77,472	46108 01-4500-4161-80000	MATERIALS-SAFETY DEVICES, RR CROSSING	RAILWAY FLASHING LIT MAINT DEC	\$2,970.90	
	77,472	46108 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RAILWAY FLASHING LIT MAINT DEC	\$0.00	\$2,970.90
OPAL ALLIANCE	77,423	46109 01-0000-2000-00795	OPAL ALLOWANCE - 2014	OPAL EXP 6/01-10/31/2015	\$5,379.31	
	77,423	46109 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	OPAL EXP 6/01-10/31/2015	\$469.21	
	77,423	46109 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPAL EXP 6/01-10/31/2015	\$0.00	\$5,848.52
ORCO SIGNS	77,508	46110 01-5000-6100-41000	ADVERTISING	SANTA VILLAGE SIGN	\$55.00	
	77,508	46110 01-0000-0200-00325	HST RECEIVABLE100%	SANTA VILLAGE SIGN	\$7.15	
	77,508	46110 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SANTA VILLAGE SIGN	\$0.00	\$62.15
OXFORD COUNTY ***	77,497	46111 01-4500-5000-40270	NEW EQUIPMENT	RECYCLE BINS/COMPOSTERS	\$265.00	
	77,497	46111 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RECYCLE BINS/COMPOSTERS	\$0.00	\$265.00
	77,548	46111 01-1000-4240-01626	VIOLATIONS - COURT	NOV COURT COST	\$3.00	
	77,548	46111 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NOV COURT COST	\$0.00	\$3.00

P M HYDRAULICS ***

77,476	46112 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	TRUCK#5, #8, & #13 PARTS	\$406.10	
77,476	46112 01-4500-4230-46393	939300 2011 CAT FRONT END LOADER	TRUCK#5, #8, & #13 PARTS	\$328.17	
77,476	46112 01-4500-4230-46385	938500 T5-07 INTERNATIONAL D TRUCK	TRUCK#5, #8, & #13 PARTS	\$118.04	
77,476	46112 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#5, #8, & #13 PARTS	\$44.86	
77,476	46112 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#5, #8, & #13 PARTS	\$36.24	
77,476	46112 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#5, #8, & #13 PARTS	\$13.04	
77,476	46112 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#5, #8, & #13 PARTS	\$0.00	\$946.45
77,477	46112 01-4500-4230-46392	939200 2012 BACKHOE LOADER	TRUCK#15, #6, & #12 SUPPLIES	\$235.93	
77,477	46112 01-4500-4230-46395	939500 ELGIN SWEEPER	TRUCK#15, #6, & #12 SUPPLIES	\$44.20	
77,477	46112 01-4500-4230-46386	938603 T6-00 VOLVO D TRUCK	TRUCK#15, #6, & #12 SUPPLIES	\$15.47	
77,477	46112 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#15, #6, & #12 SUPPLIES	\$26.06	
77,477	46112 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#15, #6, & #12 SUPPLIES	\$4.89	
77,477	46112 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#15, #6, & #12 SUPPLIES	\$1.70	
77,477	46112 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#15, #6, & #12 SUPPLIES	\$0.00	\$328.25

PUROLATOR COURIER LTD

77,525	46113 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	COURIER-AIRPACK REPAIRS	\$10.84	
77,525	46113 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COURIER-AIRPACK REPAIRS	\$1.19	
77,525	46113 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURIER-AIRPACK REPAIRS	\$0.00	\$12.03
77,526	46113 01-3000-4000-41530	EQUIP REPAIRS & MAINTENANCE	COURIER-AIR BREATHING ANALYSIS	\$24.93	
77,526	46113 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COURIER-AIR BREATHING ANALYSIS	\$2.75	
77,526	46113 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COURIER-AIR BREATHING ANALYSIS	\$0.00	\$27.68

REGIS AUTO PARTS

77,451	46114 01-4500-4230-46389	938900 T9-13 CHEV SIERRA	TRUCK#9&TRUCK #1 AIR FILTER	\$12.33	
77,451	46114 01-4500-4230-46381	938100 T1-14 DODGE RAM	TRUCK#9&TRUCK #1 AIR FILTER	\$12.33	
77,451	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#9&TRUCK #1 AIR FILTER	\$1.36	
77,451	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#9&TRUCK #1 AIR FILTER	\$1.36	
77,451	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#9&TRUCK #1 AIR FILTER	\$0.00	\$27.37
77,452	46114 01-4500-4230-46390	939000 T10-09 DODGE 2500	TRUCK#10 FRICTION CALIP	\$185.72	
77,452	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#10 FRICTION CALIP	\$20.52	
77,452	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#10 FRICTION CALIP	\$0.00	\$206.24
77,453	46114 01-4500-4230-46390	939000 T10-09 DODGE 2500	TRUCK#10 BRAKE ROTOR/PAD	\$185.65	
77,453	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#10 BRAKE ROTOR/PAD	\$20.51	
77,453	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#10 BRAKE ROTOR/PAD	\$0.00	\$206.16
77,454	46114 01-4500-4230-46382	938200 T2-07 DODGE 3500	TRUCK#2 OIL+AIR FILTERS	\$126.83	
77,454	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#2 OIL+AIR FILTERS	\$14.01	
77,454	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#2 OIL+AIR FILTERS	\$0.00	\$140.84
77,455	46114 01-4500-4230-46402	940200 LEAF MACHINE	LEAF MACHINE AIR FILTER	\$147.94	
77,455	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEAF MACHINE AIR FILTER	\$16.34	
77,455	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEAF MACHINE AIR FILTER	\$0.00	\$164.28
77,456	46114 01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	TRUCK#3 OIL FILTERS	\$81.49	
77,456	46114 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	TRUCK#3 OIL FILTERS	\$81.49	
77,456	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3 OIL FILTERS	\$9.00	
77,456	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3 OIL FILTERS	\$9.00	
77,456	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#3 OIL FILTERS	\$0.00	\$180.98
77,464	46114 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	TRUCK#8 FILTERS	\$72.18	
77,464	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#8 FILTERS	\$7.97	
77,464	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#8 FILTERS	\$0.00	\$80.15
77,465	46114 01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	TRUCK#3 FILTERS	\$111.06	
77,465	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3 FILTERS	\$12.27	
77,465	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#3 FILTERS	\$0.00	\$123.33
77,466	46114 01-4500-4230-46390	939000 T10-09 DODGE 2500	TRUCK#10 OIL FILTER	\$13.72	
77,466	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#10 OIL FILTER	\$1.51	
77,466	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#10 OIL FILTER	\$0.00	\$15.23

	77,467	46114 01-4500-4230-46395	939500 ELGIN SWEEPER	TRUCK#15 FILTERS	\$325.48	
	77,467	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#15 FILTERS	\$35.95	
	77,467	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#15 FILTERS	\$0.00	\$361.43
	77,469	46114 01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	TRUCK#4 OIL+AIR FILTER	\$45.42	
	77,469	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#4 OIL+AIR FILTER	\$5.02	
	77,469	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#4 OIL+AIR FILTER	\$0.00	\$50.44
	77,470	46114 01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	TRUCK#4 OIL FILTER	\$60.22	
	77,470	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#4 OIL FILTER	\$6.65	
	77,470	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#4 OIL FILTER	\$0.00	\$66.87
	77,573	46114 01-3000-4000-41510	VEHICLE REPAIRS & MAINTENANCE	FIRE HALL FLUID FUSE	\$14.68	
	77,573	46114 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL FLUID FUSE	\$1.63	
	77,573	46114 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL FLUID FUSE	\$0.00	\$16.31
RESURFICE CORP ***						
	77,532	46115 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	BLADE SHARPENING	\$192.50	
	77,532	46115 01-0000-0200-00325	HST RECEIVABLE100%	BLADE SHARPENING	\$25.03	
	77,532	46115 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLADE SHARPENING	\$0.00	\$217.53
ROCK SOLID DESIGNS						
	77,435	46116 01-4500-4200-41750	SNOW REMOVAL	PARKING LOT SNOW REMOVAL 12/29	\$656.35	
	77,435	46116 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARKING LOT SNOW REMOVAL 12/29	\$72.50	
	77,435	46116 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARKING LOT SNOW REMOVAL 12/29	\$0.00	\$728.85
	77,436	46116 01-4500-4221-41500	CONTRACTED SERVICES	NORTH ING SNOW REMOVAL DEC	\$732.67	
	77,436	46116 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NORTH ING SNOW REMOVAL DEC	\$80.93	
	77,436	46116 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NORTH ING SNOW REMOVAL DEC	\$0.00	\$813.60
	77,504	46116 01-5000-6020-41750	LOT SNOW REMOVAL & SANDING	SNOW PLOW	\$120.00	
	77,504	46116 01-5100-4100-41750	LOT SNOW REMOVAL & SANDING	SNOW PLOW	\$135.00	
	77,504	46116 01-5200-4100-41750	LOT SNOW REMOVAL & SANDING	SNOW PLOW	\$130.00	
	77,504	46116 01-5000-6040-41750	LOT SNOW REMOVAL & SANDING	SNOW PLOW	\$105.00	
	77,504	46116 01-0000-0200-00325	HST RECEIVABLE100%	SNOW PLOW	\$15.60	
	77,504	46116 01-0000-0200-00325	HST RECEIVABLE100%	SNOW PLOW	\$17.55	
	77,504	46116 01-0000-0200-00325	HST RECEIVABLE100%	SNOW PLOW	\$16.90	
	77,504	46116 01-0000-0200-00325	HST RECEIVABLE100%	SNOW PLOW	\$13.65	
	77,504	46116 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW PLOW	\$0.00	\$553.70
	77,505	46116 01-5000-6020-41750	LOT SNOW REMOVAL & SANDING	WINTER SALT 11/22	\$50.00	
	77,505	46116 01-5000-6040-41750	LOT SNOW REMOVAL & SANDING	WINTER SALT 11/22	\$50.00	
	77,505	46116 01-5100-4100-41750	LOT SNOW REMOVAL & SANDING	WINTER SALT 11/22	\$55.00	
	77,505	46116 01-5200-4100-41750	LOT SNOW REMOVAL & SANDING	WINTER SALT 11/22	\$45.00	
	77,505	46116 01-0000-0200-00325	HST RECEIVABLE100%	WINTER SALT 11/22	\$6.50	
	77,505	46116 01-0000-0200-00325	HST RECEIVABLE100%	WINTER SALT 11/22	\$6.50	
	77,505	46116 01-0000-0200-00325	HST RECEIVABLE100%	WINTER SALT 11/22	\$7.15	
	77,505	46116 01-0000-0200-00325	HST RECEIVABLE100%	WINTER SALT 11/22	\$5.85	
	77,505	46116 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WINTER SALT 11/22	\$0.00	\$226.00
ROGERS (WIRELESS)						
	77,440	46117 01-4000-4000-40220	TELEPHONE	ENG GPS SERVICE UNITS	\$52.91	
	77,440	46117 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENG GPS SERVICE UNITS	\$5.85	
	77,440	46117 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENG GPS SERVICE UNITS	\$0.00	\$58.76
	77,496	46117 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	PUBLIC WORK ONCALL PHONE	\$39.79	
	77,496	46117 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PUBLIC WORK ONCALL PHONE	\$4.39	
	77,496	46117 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUBLIC WORK ONCALL PHONE	\$0.00	\$44.18
S & B SERVICES LTD.						
	77,475	46118 01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	TRUCK#3-FLOW METER	\$342.93	
	77,475	46118 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3-FLOW METER	\$37.88	
	77,475	46118 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#3-FLOW METER	\$0.00	\$380.81
SOAK IT UP INC						
	77,524	46119 01-5000-6020-41550	MAINTENANCE CONTRACTS	ARENA MAT SERVICE	\$122.00	

	77,524	46119 01-0000-0200-00325	HST RECEIVABLE100%	ARENA MAT SERVICE	\$15.86	
	77,524	46119 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA MAT SERVICE	\$0.00	\$137.86
	77,552	46119 01-2000-4015-41540	RENTAL	CARR BUILDING MAT RENTAL	\$11.19	
	77,552	46119 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CARR BUILDING MAT RENTAL	\$1.24	
	77,552	46119 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARR BUILDING MAT RENTAL	\$0.00	\$12.43
	77,553	46119 01-2000-4025-41540	RENTAL	TOWN HALL MAT RENTAL	\$29.00	
	77,553	46119 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN HALL MAT RENTAL	\$3.21	
	77,553	46119 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN HALL MAT RENTAL	\$0.00	\$32.21
	77,554	46119 01-2000-4025-41540	RENTAL	TOWN HALL MAT RENTAL	\$29.00	
	77,554	46119 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN HALL MAT RENTAL	\$3.21	
	77,554	46119 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN HALL MAT RENTAL	\$0.00	\$32.21
SOUTHWESTERN CHAPTER O.B.O.A.						
	77,569	46120 01-3400-4000-40630	STAFF TRAINING	HVAC INSPECT TRAINING 2016	\$290.00	
	77,569	46120 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HVAC INSPECT TRAINING 2016	\$0.00	\$290.00
SPECTRUM COMMUNICATIONS LTD.						
	77,498	46121 01-4500-4100-41520	COMMUNICATION	REPROGRAM RADIOS	\$53.42	
	77,498	46121 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REPROGRAM RADIOS	\$5.91	
	77,498	46121 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPROGRAM RADIOS	\$0.00	\$59.33
Employee Reimbursement						
	77,543	46122 01-5000-6020-40290	UNIFORMS & CLOTHING	CLOTHING ALLOWANCE	\$44.99	
	77,543	46122 01-0000-0200-00325	HST RECEIVABLE100%	CLOTHING ALLOWANCE	\$5.85	
	77,543	46122 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLOTHING ALLOWANCE	\$0.00	\$50.84
STONETOWN SUPPLY SERVICES(ING)						
	77,492	46123 01-4500-4000-40210	JANITORIAL SUPPLIES	BLUE TWISTER MIRROR LENS	\$55.80	
	77,492	46123 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BLUE TWISTER MIRROR LENS	\$6.17	
	77,492	46123 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BLUE TWISTER MIRROR LENS	\$0.00	\$61.97
	77,542	46123 01-5100-4100-40210	JANITORIAL SUPPLIES	DISINFECTANT WIPES	\$250.62	
	77,542	46123 01-0000-0200-00325	HST RECEIVABLE100%	DISINFECTANT WIPES	\$32.58	
	77,542	46123 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISINFECTANT WIPES	\$0.00	\$283.20
TAB						
	77,533	46124 01-1000-4000-40860	EMPLOYEE ASSISTANCE PROGRAM	TABFUSION MAINT OCT'15-SEP'16	\$1,065.43	
	77,533	46124 01-0000-0400-00280	PREPAID EXPENSES	TABFUSION MAINT OCT'15-SEP'16	\$3,196.28	
	77,533	46124 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TABFUSION MAINT OCT'15-SEP'16	\$117.68	
	77,533	46124 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TABFUSION MAINT OCT'15-SEP'16	\$353.05	
	77,533	46124 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TABFUSION MAINT OCT'15-SEP'16	\$0.00	\$4,732.44
TALBOT MARKETING						
	77,510	46125 01-1000-4000-41160	HONOURS & AWARDS	STAFF LONG SERVICE PINS	\$50.71	
	77,510	46125 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STAFF LONG SERVICE PINS	\$5.60	
	77,510	46125 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STAFF LONG SERVICE PINS	\$0.00	\$56.31
THE COFFEE MAN SALES & SERVICE						
	77,520	46126 01-5000-6020-40430	CANTEEN SUPPLIES	TEA	\$6.50	
	77,520	46126 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TEA	\$0.00	\$6.50
THYSSENKRUPP ELEVATOR LTD.						
	77,568	46127 01-2000-4025-41550	MAINTENANCE CONTRACTS	TOWN HALL ELEVATOR MAINT 2016	\$3,534.17	
	77,568	46127 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN HALL ELEVATOR MAINT 2016	\$390.37	
	77,568	46127 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN HALL ELEVATOR MAINT 2016	\$0.00	\$3,924.54
TOROMONT INDUSTRIES LTD						
	77,493	46128 01-4500-4230-46401	940100 SNOW BLOWER	SNOW BLOWER REPAIRS	\$530.68	
	77,493	46128 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SNOW BLOWER REPAIRS	\$58.62	
	77,493	46128 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNOW BLOWER REPAIRS	\$0.00	\$589.30
Employee Reimbursement						
	77,491	46129 01-5000-4000-40620	MILEAGE	KILOMETRAGE	\$34.37	
	77,491	46129 01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE	\$4.47	
	77,491	46129 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$38.84

WGD ARCHITECTS INC.	77,519	46130 10-0000-3552-40880	CONSULTING FEES	SENIOR CENTRE FACILITY ACCESS.	\$7,225.00	
	77,519	46130 01-0000-0200-00325	HST RECEIVABLE100%	SENIOR CENTRE FACILITY ACCESS.	\$939.25	
	77,519	46130 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SENIOR CENTRE FACILITY ACCESS.	\$0.00	\$8,164.25
XEROX CANADA LTD.	77,531	46131 01-3000-4000-40250	PHOTOCOPIER	COPIER LEASE	\$241.17	
	77,531	46131 01-4000-4000-40250	PHOTOCOPIER	COPIER LEASE	\$69.94	
	77,531	46131 01-3400-4000-40250	PHOTOCOPIER	COPIER LEASE	\$91.64	
	77,531	46131 01-4500-4000-40250	PHOTOCOPIER	COPIER LEASE	\$79.59	
	77,531	46131 01-6200-4000-40250	PHOTOCOPIER	COPIER LEASE	\$66.00	
	77,531	46131 01-5000-6020-40250	PHOTOCOPIER	COPIER LEASE	\$66.00	
	77,531	46131 01-5200-6170-40250	PHOTOCOPIER	COPIER LEASE	\$66.00	
	77,531	46131 01-5100-4000-40250	PHOTOCOPIER	COPIER LEASE	\$66.00	
	77,531	46131 01-4500-4000-40250	PHOTOCOPIER	COPIER LEASE	\$67.16	
	77,531	46131 01-5200-6090-40250	PHOTOCOPIER	COPIER LEASE	\$450.00	
	77,531	46131 01-5100-4000-40250	PHOTOCOPIER	COPIER LEASE	\$411.00	
	77,531	46131 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPIER LEASE	\$26.64	
	77,531	46131 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPIER LEASE	\$7.72	
	77,531	46131 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPIER LEASE	\$10.13	
	77,531	46131 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPIER LEASE	\$8.79	
	77,531	46131 01-0000-0200-00325	HST RECEIVABLE100%	COPIER LEASE	\$8.58	
	77,531	46131 01-0000-0200-00325	HST RECEIVABLE100%	COPIER LEASE	\$8.58	
	77,531	46131 01-0000-0200-00325	HST RECEIVABLE100%	COPIER LEASE	\$8.58	
	77,531	46131 01-0000-0200-00325	HST RECEIVABLE100%	COPIER LEASE	\$8.58	
	77,531	46131 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COPIER LEASE	\$7.42	
77,531	46131 01-0000-0200-00325	HST RECEIVABLE100%	COPIER LEASE	\$58.50		
77,531	46131 01-0000-0200-00325	HST RECEIVABLE100%	COPIER LEASE	\$53.43		
77,531	46131 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COPIER LEASE	\$0.00	\$1,881.45	
SCHOUT COMMUNITIES INC.	77,719	46132 01-0000-2000-00771	REDUCE SECURITY DEPOSIT	REDUCTION IN SECURITIES	\$737,246.86	
	77,719	46132 01-0000-0100-00100	BANK	REDUCTION IN SECURITIES	\$0.00	\$737,246.86
4IMPRINT	77,769	46133 01-7000-4000-41300	TRADE SHOWS	TRADESHOW BOOTH PRODUCTION	\$2,293.95	
	77,769	46133 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRADESHOW BOOTH PRODUCTION	\$253.37	
	77,769	46133 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRADESHOW BOOTH PRODUCTION	\$0.00	\$2,547.32
AFFORDABLE PORTABLES	77,641	46134 01-5000-6100-41500	CONTRACTED SERVICES	PORTA POTTI RENT-SANTA VILLAGE	\$115.00	
	77,641	46134 01-0000-0200-00325	HST RECEIVABLE100%	PORTA POTTI RENT-SANTA VILLAGE	\$14.95	
	77,641	46134 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PORTA POTTI RENT-SANTA VILLAGE	\$0.00	\$129.95
AKIRA STUDIO LTD	77,629	46135 01-1002-4000-41550	MAINTENANCE CONTRACTS	Q4 WEBSITE MAINT	\$305.28	
	77,629	46135 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	Q4 WEBSITE MAINT	\$33.72	
	77,629	46135 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	Q4 WEBSITE MAINT	\$0.00	\$339.00
	77,672	46135 01-1002-4000-41550	MAINTENANCE CONTRACTS	Q1 WEBSITE MAINT	\$305.28	
	77,672	46135 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	Q1 WEBSITE MAINT	\$33.72	
	77,672	46135 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	Q1 WEBSITE MAINT	\$0.00	\$339.00
	77,767	46135 01-0000-2375-00740	BUILD INGERSOLL GROUP "BIG" DEPOSIT	MOVETOINGERSOLL WEBSITE	\$610.56	
	77,767	46135 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MOVETOINGERSOLL WEBSITE	\$67.44	
	77,767	46135 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MOVETOINGERSOLL WEBSITE	\$0.00	\$678.00
AL'S TIRE INGERSOLL	77,790	46136 01-4000-4000-41510	VEHICLE REPAIRS	TIRE REPAIR	\$39.63	
	77,790	46136 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TIRE REPAIR	\$4.38	
	77,790	46136 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TIRE REPAIR	\$0.00	\$44.01
APC AUTO PARTS CENTRES						

	77,754	46137 01-5000-6050-41700	BLDG REPAIRS AND MAINT	FLOOR SQUEEGEE	\$61.99	
	77,754	46137 01-0000-0200-00325	HST RECEIVABLE100%	FLOOR SQUEEGEE	\$8.06	
	77,754	46137 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FLOOR SQUEEGEE	\$0.00	\$70.05
ASSOC. OF MUNICIPAL.ONTARIO						
	77,789	46138 01-1000-4000-40600	MEMBERSHIP FEES	AMO MEMBERSHIP	\$3,706.78	
	77,789	46138 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	AMO MEMBERSHIP	\$409.44	
	77,789	46138 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	AMO MEMBERSHIP	\$0.00	\$4,116.22
ASSOC. OF ONT.ROAD SUPERVISORS						
	77,783	46139 01-4500-4000-40600	MEMBERSHIP FEES	CERT RENEW #15-1310	\$152.64	
	77,783	46139 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CERT RENEW #15-1310	\$16.86	
	77,783	46139 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CERT RENEW #15-1310	\$0.00	\$169.50
Employee Reimbursement						
	77,785	46140 01-1000-4000-40850	HEALTH & SAFETY COMMITTEE E	ARENA HEALTH&SAFETY CERT	\$233.03	
	77,785	46140 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ARENA HEALTH&SAFETY CERT	\$25.74	
	77,785	46140 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA HEALTH&SAFETY CERT	\$0.00	\$258.77
BEAM, JACKIE - PETTY CASH ****						
	77,651	46141 01-3000-4000-40630	STAFF TRAINING	FIRE HALL PETTY CASH	\$10.18	
	77,651	46141 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL PETTY CASH	\$1.12	
	77,651	46141 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL PETTY CASH	\$0.00	\$11.30
BEAUREGARD, MITCH						
	77,633	46142 01-5200-6290-41500	CONTRACTED SERVICES	BACKUP INSTRUMENTS	\$200.00	
	77,633	46142 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BACKUP INSTRUMENTS	\$0.00	\$200.00
BELL CANADA ***						
	77,764	46143 01-5000-4000-40220	TELEPHONE	PHONE SERVICES	\$179.85	
	77,764	46143 01-0000-0200-00325	HST RECEIVABLE100%	PHONE SERVICES	\$22.56	
	77,764	46143 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PHONE SERVICES	\$0.00	\$202.41
BONAFIED EVENTS STUDIO						
	77,758	46144 01-6200-4000-40610	MEETINGS & CONFERENCES	2016 DAIRY CAPITAL CHEESE FEST	\$100.00	
	77,758	46144 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 DAIRY CAPITAL CHEESE FEST	\$0.00	\$100.00
BRAGG, JEFF						
	77,788	46145 01-2000-4025-41550	MAINTENANCE CONTRACTS	JAN 8 CLEANING	\$85.00	
	77,788	46145 01-0000-0200-00325	HST RECEIVABLE100%	JAN 8 CLEANING	\$11.05	
	77,788	46145 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN 8 CLEANING	\$0.00	\$96.05
Employee Reimbursement						
	77,718	46146 01-7000-4000-40630	STAFF TRAINING	PT TUITION REIMBURSE	\$601.83	
	77,718	46146 01-7000-4000-40620	MILEAGE	PT TUITION REIMBURSE	\$227.59	
	77,718	46146 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PT TUITION REIMBURSE	\$25.13	
	77,718	46146 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PT TUITION REIMBURSE	\$0.00	\$854.55
	77,747	46146 01-7000-4000-40630	STAFF TRAINING	EXP REIMBURSE	\$1,001.56	
	77,747	46146 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	EXP REIMBURSE	\$12.12	
	77,747	46146 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXP REIMBURSE	\$0.00	\$1,013.68
R.J.BURNSIDE & ASSOCIATES						
	77,590	46147 10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	HENDERSON CULVERT FEE-JUL 2015	\$6,614.42	
	77,590	46147 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	HENDERSON CULVERT FEE-JUL 2015	\$730.60	
	77,590	46147 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	HENDERSON CULVERT FEE-JUL 2015	\$0.00	\$7,345.02
CANADIAN TIRE ASSOCIATE STORE						
	77,609	46148 01-5000-6050-41700	BLDG REPAIRS AND MAINT	EXTENSION CORD	\$44.99	
	77,609	46148 01-0000-0200-00325	HST RECEIVABLE100%	EXTENSION CORD	\$5.85	
	77,609	46148 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	EXTENSION CORD	\$0.00	\$50.84
	77,610	46148 01-5000-6020-41700	BLDG REPAIRS & MAINT	BATTERIES	\$5.99	
	77,610	46148 01-0000-0200-00325	HST RECEIVABLE100%	BATTERIES	\$0.78	
	77,610	46148 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATTERIES	\$0.00	\$6.77
	77,611	46148 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$23.96	
	77,611	46148 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$3.11	

	77,611	46148 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$27.07
	77,612	46148 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHTS	\$44.97	
	77,612	46148 01-0000-0200-00325	HST RECEIVABLE100%	LIGHTS	\$5.85	
	77,612	46148 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHTS	\$0.00	\$50.82
	77,613	46148 01-5000-6020-41700	BLDG REPAIRS & MAINT	BOLT	\$5.98	
	77,613	46148 01-0000-0200-00325	HST RECEIVABLE100%	BOLT	\$0.78	
	77,613	46148 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLT	\$0.00	\$6.76
	77,614	46148 01-5000-6050-41700	BLDG REPAIRS AND MAINT	METAL STRAPPING	\$6.79	
	77,614	46148 01-0000-0200-00325	HST RECEIVABLE100%	METAL STRAPPING	\$0.88	
	77,614	46148 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	METAL STRAPPING	\$0.00	\$7.67
	77,615	46148 01-5100-4100-41700	BLDG REPAIRS AND MAINT	VPCC SHOWER HANDLES	\$39.98	
	77,615	46148 01-0000-0200-00325	HST RECEIVABLE100%	VPCC SHOWER HANDLES	\$5.20	
	77,615	46148 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC SHOWER HANDLES	\$0.00	\$45.18
	77,616	46148 01-5000-6020-41700	BLDG REPAIRS & MAINT	CURTAIN HOOKS	\$19.98	
	77,616	46148 01-0000-0200-00325	HST RECEIVABLE100%	CURTAIN HOOKS	\$2.60	
	77,616	46148 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CURTAIN HOOKS	\$0.00	\$22.58
	77,617	46148 01-5000-6020-41700	BLDG REPAIRS & MAINT	TAPE STRING	\$15.48	
	77,617	46148 01-0000-0200-00325	HST RECEIVABLE100%	TAPE STRING	\$2.01	
	77,617	46148 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TAPE STRING	\$0.00	\$17.49
CANNON HYGIENE CANADA LIMITED						
	77,668	46149 01-5000-6020-41550	MAINTENANCE CONTRACTS	MATS	\$249.48	
	77,668	46149 01-5200-4100-41550	MAINTENANCE CONTRACTS	MATS	\$249.48	
	77,668	46149 01-5100-4100-41550	MAINTENANCE CONTRACTS	MATS	\$997.92	
	77,668	46149 01-0000-0200-00325	HST RECEIVABLE100%	MATS	\$32.43	
	77,668	46149 01-0000-0200-00325	HST RECEIVABLE100%	MATS	\$32.43	
	77,668	46149 01-0000-0200-00325	HST RECEIVABLE100%	MATS	\$129.73	
	77,668	46149 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MATS	\$0.00	\$1,691.47
CANSEL - TORONTO*****						
	77,664	46150 01-4000-4000-41010	GRAPHICS & PRINTING	PRINthead-ENG LARGE PRINTER	\$398.09	
	77,664	46150 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PRINthead-ENG LARGE PRINTER	\$43.97	
	77,664	46150 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PRINthead-ENG LARGE PRINTER	\$0.00	\$442.06
	77,665	46150 01-4000-4000-41010	GRAPHICS & PRINTING	INK-ENG LARGE PRINTER	\$745.24	
	77,665	46150 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	INK-ENG LARGE PRINTER	\$82.33	
	77,665	46150 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	INK-ENG LARGE PRINTER	\$0.00	\$827.57
	77,750	46150 01-4000-4000-40220	TELEPHONE	GPS SURVEY	\$264.58	
	77,750	46150 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GPS SURVEY	\$29.22	
	77,750	46150 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GPS SURVEY	\$0.00	\$293.80
CANTERBURY FOLK FESTIVAL						
	77,768	46151 40-8000-6900-41130	GRANTS TO VOLUNTARY ORG	CANTERBURY FOLK FEST CONTRIBUT	\$4,000.00	
	77,768	46151 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANTERBURY FOLK FEST CONTRIBUT	\$0.00	\$4,000.00
CHECKERS CLEANING SUPPLY						
	77,596	46152 01-5100-4100-40210	JANITORIAL SUPPLIES	DISINFECTANT WIPE	\$619.56	
	77,596	46152 01-0000-0200-00325	HST RECEIVABLE100%	DISINFECTANT WIPE	\$80.54	
	77,596	46152 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DISINFECTANT WIPE	\$0.00	\$700.10
CORE-MARK INTERNATIONAL, INC.						
	77,765	46153 01-5000-6020-40430	CANTEEN SUPPLIES	CANDY,POP,CHOCOLATE BARS	\$464.17	
	77,765	46153 01-0000-0200-00325	HST RECEIVABLE100%	CANDY,POP,CHOCOLATE BARS	\$43.59	
	77,765	46153 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CANDY,POP,CHOCOLATE BARS	\$0.00	\$507.76
FRANK COWAN COMPANY LTD						
	77,623	46154 01-1300-4000-40283	INS DEDUCTIBLE-ADJUSTOR FEES	P1510748-RICHARD,GONCZ	\$2,304.40	
	77,623	46154 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	P1510748-RICHARD,GONCZ	\$0.00	\$2,304.40
CULLIGAN						
	77,626	46155 01-0100-4000-41020	PROMOTION & MEALS	WATER COOLER DEC 2015	\$56.38	
	77,626	46155 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WATER COOLER DEC 2015	\$0.29	

DATASOLUTIONS	77,626	46155 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WATER COOLER DEC 2015	\$0.00	\$56.67
	77,594	46156 01-5100-4000-40200	OFFICE SUPPLIES	MEMBERSHIP CARD-COLORED RIBBON	\$471.00	
	77,594	46156 01-0000-0200-00325	HST RECEIVABLE100%	MEMBERSHIP CARD-COLORED RIBBON	\$61.23	
DIRECTOR OF FAMILY RESPONSIBL	77,594	46156 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MEMBERSHIP CARD-COLORED RIBBON	\$0.00	\$532.23
	77,744	46157 01-0000-2100-00718	FAMILY SERVICES	FAMILY SUP #1005697,JAN	\$2,255.92	
	77,744	46157 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAMILY SUP #1005697,JAN	\$0.00	\$2,255.92
	77,745	46157 01-0000-2100-00718	FAMILY SERVICES	FAMILY SUP#648113,JAN	\$192.00	
DRENNAN REFRIGERATION INC.	77,745	46157 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FAMILY SUP#648113,JAN	\$0.00	\$192.00
	77,763	46158 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	ARENA MID-SEASON INSPECTION	\$42.03	
	77,763	46158 01-0000-0200-00325	HST RECEIVABLE100%	ARENA MID-SEASON INSPECTION	\$5.46	
Employee Reimbursement	77,763	46158 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA MID-SEASON INSPECTION	\$0.00	\$47.49
	77,591	46159 01-5100-6090-40620	MILEAGE	KILOMETRAGE	\$26.76	
	77,591	46159 01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE	\$3.48	
	77,591	46159 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$30.24
	77,592	46159 01-5100-6090-40620	MILEAGE	KILOMETRAGE	\$6.69	
	77,592	46159 01-0000-0200-00325	HST RECEIVABLE100%	KILOMETRAGE	\$0.87	
EDPRO ENERGY GROUP INC ***	77,592	46159 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$7.56
	77,602	46160 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$71.80	
	77,602	46160 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$9.33	
	77,602	46160 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$81.13
	77,603	46160 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$54.21	
	77,603	46160 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$7.05	
	77,603	46160 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$61.26
	77,604	46160 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$53.40	
	77,604	46160 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$6.94	
	77,604	46160 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$60.34
	77,605	46160 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$69.88	
	77,605	46160 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$9.08	
	77,605	46160 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$78.96
	77,606	46160 01-5000-6020-41590	EQUIPMENT FUEL	PROPANE	\$52.41	
	77,606	46160 01-0000-0200-00325	HST RECEIVABLE100%	PROPANE	\$6.81	
ERIE THAMES POWERLINES CORP	77,606	46160 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PROPANE	\$0.00	\$59.22
	77,710	46161 01-4500-4121-80000	MATERIALS-ROADSIDE MAINT, BRUSH, TREE TRIM,	TREE CUT-RECONNECT HYDRO	\$702.43	
	77,710	46161 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREE CUT-RECONNECT HYDRO	\$77.59	
ERTH HOLDINGS INC.	77,710	46161 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREE CUT-RECONNECT HYDRO	\$0.00	\$780.02
	77,709	46162 01-4000-4000-41530	EQUIPMENT REPAIRS & MAINT	ST LIT MAINT DEC	\$1,169.75	
	77,709	46162 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ST LIT MAINT DEC	\$129.21	
EURO-EX CONSTRUCITON	77,709	46162 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ST LIT MAINT DEC	\$0.00	\$1,298.96
	77,770	46163 01-0000-0250-60816	GC14-668-CULLODEN-SAN.SEWR	SOUTH END SRV PC7	\$2,338.88	
	77,770	46163 10-0000-3268-80100	PRIME CONTRACT	SOUTH END SRV PC7	\$10,332.40	
	77,770	46163 01-0000-0250-60248	GC11-99 WHITING ST FROM HOLCROFT TO CLARK R	SOUTH END SRV PC7	\$1,252.85	
	77,770	46163 10-0000-3267-80100	PRIME CONTRACT	SOUTH END SRV PC7	\$1,550.55	
	77,770	46163 01-0000-0250-60250	GC11-101 - BRICKWOOD BLVD & MAPLE LANE COUN	SOUTH END SRV PC7	\$11,688.56	
	77,770	46163 10-0000-3264-80100	PRIME CONTRACT	SOUTH END SRV PC7	\$2,524.40	
	77,770	46163 01-0000-0250-60817	GC14-669-CLARK W-SAN.SEWR	SOUTH END SRV PC7	\$3,095.93	
	77,770	46163 10-0000-3266-80100	PRIME CONTRACT	SOUTH END SRV PC7	\$12,700.55	

	77,770	46163 01-0000-2020-00650	ACCOUNTS PAYABLE-HOLDBACKS	SOUTH END SRV PC7	\$196,185.93	
	77,770	46163 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SOUTH END SRV PC7	\$26,693.37	
	77,770	46163 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SOUTH END SRV PC7	\$0.00	\$268,363.42
FASTENAL CANADA ***						
	77,756	46164 01-5000-6050-41700	BLDG REPAIRS AND MAINT	NUTS&BOLTS RE-STOCK	\$19.77	
	77,756	46164 01-0000-0200-00325	HST RECEIVABLE100%	NUTS&BOLTS RE-STOCK	\$2.57	
	77,756	46164 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTS&BOLTS RE-STOCK	\$0.00	\$22.34
	77,773	46164 01-4500-4230-46402	940200 LEAF MACHINE	LEAF MACHINE SUPPLIES	\$30.43	
	77,773	46164 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	LEAF MACHINE SUPPLIES	\$3.36	
	77,773	46164 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEAF MACHINE SUPPLIES	\$0.00	\$33.79
	77,774	46164 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	BOLTS	\$71.36	
	77,774	46164 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BOLTS	\$7.89	
	77,774	46164 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BOLTS	\$0.00	\$79.25
Employee Reimbursement						
	77,684	46165 01-6200-4000-40440	GIFT SHOP SUPPLIES	GIFT SHOP SUPPLIES	\$7.08	
	77,684	46165 01-0000-0200-00325	HST RECEIVABLE100%	GIFT SHOP SUPPLIES	\$0.92	
	77,684	46165 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GIFT SHOP SUPPLIES	\$0.00	\$8.00
GRA - HAM ENERGY						
	77,642	46166 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$206.31	
	77,642	46166 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$26.82	
	77,642	46166 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$233.13
	77,755	46166 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$333.23	
	77,755	46166 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$43.32	
	77,755	46166 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$376.55
	77,760	46166 01-5000-6050-41470	VEHICLE FUEL	FUEL	\$52.43	
	77,760	46166 01-0000-0200-00325	HST RECEIVABLE100%	FUEL	\$6.82	
	77,760	46166 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUEL	\$0.00	\$59.25
	77,780	46166 01-4500-4230-41460	DIESEL FUEL CLRED - UNLIC VEH	COLORED DIESEL	\$839.90	
	77,780	46166 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	COLORED DIESEL	\$92.77	
	77,780	46166 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COLORED DIESEL	\$0.00	\$932.67
	77,781	46166 01-4500-4230-41440	DIESEL FUEL CLR - LIC VEH	CLEAR DIESEL	\$1,811.50	
	77,781	46166 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLEAR DIESEL	\$200.09	
	77,781	46166 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLEAR DIESEL	\$0.00	\$2,011.59
	77,782	46166 01-4500-4230-41420	FUEL- GASOLINE	REG GAS	\$387.65	
	77,782	46166 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	REG GAS	\$42.82	
	77,782	46166 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REG GAS	\$0.00	\$430.47
GUNN'S HILL ARTISAN CHEESE LTD						
	77,766	46167 01-6200-4000-40440	GIFT SHOP SUPPLIES	MUSEUM GIFT SHOP CHEESE	\$235.01	
	77,766	46167 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM GIFT SHOP CHEESE	\$0.00	\$235.01
Employee Reimbursement						
	77,593	46168 01-3400-4000-40620	MILEAGE	KILOMETRAGE	\$230.50	
	77,593	46168 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$25.46	
	77,593	46168 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$255.96
HE, HAOYU						
	77,634	46169 01-5200-6090-40620	MILEAGE	UBER RIDE-WESTERN UNIVERSITY	\$107.03	
	77,634	46169 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UBER RIDE-WESTERN UNIVERSITY	\$0.00	\$107.03
HOT,COLD & FREEZING						
	77,597	46170 01-5100-4100-41530	EQUIP REPAIRS & MAINT	VPCC REPAIR DRYTRON	\$1,818.12	
	77,597	46170 01-0000-0200-00325	HST RECEIVABLE100%	VPCC REPAIR DRYTRON	\$236.36	
	77,597	46170 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC REPAIR DRYTRON	\$0.00	\$2,054.48
	77,598	46170 01-5100-4100-41530	EQUIP REPAIRS & MAINT	VPCC REPLACE BEARINGS	\$2,284.24	
	77,598	46170 01-0000-0200-00325	HST RECEIVABLE100%	VPCC REPLACE BEARINGS	\$296.95	
	77,598	46170 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC REPLACE BEARINGS	\$0.00	\$2,581.19
	77,635	46170 01-5200-4100-41530	EQUIP REPAIRS & MAINT	FUSION HEAT FAN REPAIR 12/18	\$280.00	

	77,635	46170 01-0000-0200-00325	HST RECEIVABLE100%	FUSION HEAT FAN REPAIR 12/18	\$36.40	
	77,635	46170 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION HEAT FAN REPAIR 12/18	\$0.00	\$316.40
	77,636	46170 01-5200-4100-41530	EQUIP REPAIRS & MAINT	FUSION HEATING REPAIR 12/23	\$608.20	
	77,636	46170 01-0000-0200-00325	HST RECEIVABLE100%	FUSION HEATING REPAIR 12/23	\$79.07	
	77,636	46170 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION HEATING REPAIR 12/23	\$0.00	\$687.27
	77,680	46170 01-5000-6020-41530	EQUIPMENT REPAIRS & MAINTENANCE	ARENA REPAIR ROOF TOP 1/07	\$280.00	
	77,680	46170 01-0000-0200-00325	HST RECEIVABLE100%	ARENA REPAIR ROOF TOP 1/07	\$36.40	
	77,680	46170 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA REPAIR ROOF TOP 1/07	\$0.00	\$316.40
HURON TRACTOR LTD						
	77,707	46171 01-4500-4230-46395	939500 ELGIN SWEEPER	CLAMP	\$58.02	
	77,707	46171 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CLAMP	\$6.41	
	77,707	46171 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CLAMP	\$0.00	\$64.43
IDEAL SUPPLY COMPANY LTD						
	77,675	46172 01-5200-4100-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$80.40	
	77,675	46172 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$10.45	
	77,675	46172 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$90.85
IMPERIAL COFFEE & SERVICES INC						
	77,666	46173 01-0100-4000-41020	PROMOTION & MEALS	POP	\$12.81	
	77,666	46173 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	POP	\$1.42	
	77,666	46173 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	POP	\$0.00	\$14.23
INGERSOLL HOME CENTRE LTD						
	77,583	46174 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$14.67	
	77,583	46174 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$1.91	
	77,583	46174 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$16.58
	77,584	46174 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$5.29	
	77,584	46174 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$0.69	
	77,584	46174 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$5.98
	77,585	46174 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$10.58	
	77,585	46174 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$1.38	
	77,585	46174 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$11.96
	77,586	46174 01-5000-6040-41700	BLDG REPAIRS & MAINT	PAINT BRUSH + COMPOUND	\$51.46	
	77,586	46174 01-0000-0200-00325	HST RECEIVABLE100%	PAINT BRUSH + COMPOUND	\$6.69	
	77,586	46174 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PAINT BRUSH + COMPOUND	\$0.00	\$58.15
	77,587	46174 01-5000-6050-41700	BLDG REPAIRS AND MAINT	PVC PIPE	\$25.98	
	77,587	46174 01-0000-0200-00325	HST RECEIVABLE100%	PVC PIPE	\$3.38	
	77,587	46174 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PVC PIPE	\$0.00	\$29.36
	77,588	46174 01-5000-6050-41700	BLDG REPAIRS AND MAINT	GLUE,SPRAY ADHESIVE	\$15.28	
	77,588	46174 01-0000-0200-00325	HST RECEIVABLE100%	GLUE,SPRAY ADHESIVE	\$1.99	
	77,588	46174 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GLUE,SPRAY ADHESIVE	\$0.00	\$17.27
INGERSOLL RENT-ALL ***						
	77,778	46175 01-4500-4151-80000	MATERIALS-WINTER CONTROL, SNOW REMOVAL	SKIDSTEER RENTAL	\$207.08	
	77,778	46175 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SKIDSTEER RENTAL	\$22.87	
	77,778	46175 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SKIDSTEER RENTAL	\$0.00	\$229.95
INSIGHT CANADA						
	77,622	46176 01-1002-4000-40410	LICENCES, TAGS, ETC.	VERITAS MAINT OCT'15-OCT'16	\$529.39	
	77,622	46176 01-0000-0400-00280	PREPAID EXPENSES	VERITAS MAINT OCT'15-OCT'16	\$1,984.53	
	77,622	46176 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VERITAS MAINT OCT'15-OCT'16	\$58.47	
	77,622	46176 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VERITAS MAINT OCT'15-OCT'16	\$219.21	
	77,622	46176 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VERITAS MAINT OCT'15-OCT'16	\$0.00	\$2,791.60
	77,628	46176 01-1002-4000-40410	LICENCES, TAGS, ETC.	VERITAS MAINT. DEC'15-DEC'16	\$83.11	
	77,628	46176 01-0000-0400-00280	PREPAID EXPENSES	VERITAS MAINT. DEC'15-DEC'16	\$914.21	
	77,628	46176 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VERITAS MAINT. DEC'15-DEC'16	\$9.18	
	77,628	46176 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VERITAS MAINT. DEC'15-DEC'16	\$100.98	
	77,628	46176 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VERITAS MAINT. DEC'15-DEC'16	\$0.00	\$1,107.48

	77,714	46176 01-1002-4000-40410	LICENCES, TAGS, ETC.	VERITAS BACKUP DEC'15-NOV'16	\$106.26	
	77,714	46176 01-0000-0400-00280	PREPAID EXPENSES	VERITAS BACKUP DEC'15-NOV'16	\$1,168.78	
	77,714	46176 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VERITAS BACKUP DEC'15-NOV'16	\$11.73	
	77,714	46176 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VERITAS BACKUP DEC'15-NOV'16	\$129.10	
J/E BEARING & MACHINE LTD.	77,714	46176 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VERITAS BACKUP DEC'15-NOV'16	\$0.00	\$1,415.87
	77,708	46177 01-4500-4230-46383	938300 T3-09 PETERBILT D TRUCK	TRUCK#3&8 BEARING	\$149.19	
	77,708	46177 01-4500-4230-46388	938800 T8-09 PETERBILT D TRUCK	TRUCK#3&8 BEARING	\$149.19	
	77,708	46177 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3&8 BEARING	\$16.48	
	77,708	46177 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#3&8 BEARING	\$16.48	
A. M. JENSEN LIMITED	77,708	46177 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#3&8 BEARING	\$0.00	\$331.34
	77,686	46178 01-6200-4000-40440	GIFT SHOP SUPPLIES	GIFT SHOP SUPPLIES	\$108.36	
JOE JOHNSON EQUIPMENT INC	77,686	46178 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GIFT SHOP SUPPLIES	\$0.00	\$108.36
	77,776	46179 01-4500-4131-80000	MATERIALS-HARDTOP MAINT, SWEEPING, FLUSHING	SWEEPER PARTS	\$1,637.76	
	77,776	46179 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SWEEPER PARTS	\$180.90	
D.H. JUTZI LIMITED	77,776	46179 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SWEEPER PARTS	\$0.00	\$1,818.66
	77,621	46180 01-5000-6020-41550	MAINTENANCE CONTRACTS	MONTHLY WATER TREATMENT	\$375.00	
	77,621	46180 01-0000-0200-00325	HST RECEIVABLE100%	MONTHLY WATER TREATMENT	\$48.75	
LAROSE, MICHAEL J.	77,621	46180 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MONTHLY WATER TREATMENT	\$0.00	\$423.75
	77,751	46181 10-0000-3259-80000	MATERIALS-BRIDGE HENDERSON @ CATHERINE	CATHERINE ST-HAND RAIL	\$183.17	
	77,751	46181 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CATHERINE ST-HAND RAIL	\$20.23	
	77,751	46181 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CATHERINE ST-HAND RAIL	\$0.00	\$203.40
	77,762	46181 01-5000-6110-41500	CONTRACTED SERVICES	WELDING OFF XMAS LIT DISPLAY	\$120.00	
	77,762	46181 01-0000-0200-00325	HST RECEIVABLE100%	WELDING OFF XMAS LIT DISPLAY	\$15.60	
LAW ENGINEERING (LONDON) INC	77,762	46181 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WELDING OFF XMAS LIT DISPLAY	\$0.00	\$135.60
	77,717	46182 10-0000-3276-80000	MATERIALS	CORING PROG-PAVING CONTRACT	\$1,347.44	
	77,717	46182 01-4000-4000-40810	STUDIES & SURVEYS	CORING PROG-PAVING CONTRACT	\$5,156.81	
	77,717	46182 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CORING PROG-PAVING CONTRACT	\$148.83	
	77,717	46182 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	CORING PROG-PAVING CONTRACT	\$569.60	
LIKINS, TRACY- PETTY CASH	77,717	46182 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CORING PROG-PAVING CONTRACT	\$0.00	\$7,222.68
	77,713	46183 40-8000-6900-42900	MISCELLANEOUS EXPENSE	TREASURY PETTY CASH	\$80.00	
	77,713	46183 01-1001-4000-01203	TICKET SALES	TREASURY PETTY CASH	\$15.00	
	77,713	46183 01-0900-4000-41030	STAFF CHRISTMAS PARTY	TREASURY PETTY CASH	\$10.17	
	77,713	46183 01-0900-4000-40240	COURIER CHARGES	TREASURY PETTY CASH	\$10.99	
	77,713	46183 01-1000-4000-40200	OFFICE SUPPLIES	TREASURY PETTY CASH	\$13.20	
	77,713	46183 01-1300-4000-42900	MISCELLANEOUS EXPENSE	TREASURY PETTY CASH	\$34.05	
	77,713	46183 01-1300-4000-40755	PENNY SHORT/OVER	TREASURY PETTY CASH	\$0.02	
	77,713	46183 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREASURY PETTY CASH	\$1.12	
	77,713	46183 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREASURY PETTY CASH	\$1.21	
	77,713	46183 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREASURY PETTY CASH	\$1.46	
	77,713	46183 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TREASURY PETTY CASH	\$0.43	
LONDON CIVIC EMPLOY,LOCAL 107	77,713	46183 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TREASURY PETTY CASH	\$0.00	\$167.65
	77,746	46184 01-0000-2100-00707	CUPE 107 UNION DUES (12100)	UNION DUE JAN	\$1,404.54	
LONDON FIRE EQUIPMENT LTD ***	77,746	46184 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNION DUE JAN	\$0.00	\$1,404.54
	77,669	46185 01-5200-4100-41700	BLDG REPAIRS AND MAINT	REPAIR FIRE ALARM PULL STATION	\$220.00	
	77,669	46185 01-0000-0200-00325	HST RECEIVABLE100%	REPAIR FIRE ALARM PULL STATION	\$28.60	

LONG & McQUADE	77,669	46185 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	REPAIR FIRE ALARM PULL STATION	\$0.00	\$248.60
	77,638	46186 01-5200-6170-40270	NEW EQUIPMENT	MUSIC PROG NEW EQUIPMENT	\$127.49	
	77,638	46186 01-0000-0200-00325	HST RECEIVABLE100%	MUSIC PROG NEW EQUIPMENT	\$16.57	
Employee Reimbursement	77,638	46186 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSIC PROG NEW EQUIPMENT	\$0.00	\$144.06
	77,784	46187 01-4000-4000-40290	UNIFORMS & CLOTHING	ENG WORK CLOTHING	\$306.49	
	77,784	46187 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	ENG WORK CLOTHING	\$33.85	
LWR AUTOMOTIVE	77,784	46187 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ENG WORK CLOTHING	\$0.00	\$340.34
	77,694	46188 01-4500-4230-46384	938400 T4-02 STERLING D TRUCK	TRUCK#4 FILTERS	\$88.44	
	77,694	46188 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#4 FILTERS	\$9.77	
	77,694	46188 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#4 FILTERS	\$0.00	\$98.21
	77,699	46188 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	GREASE	\$66.96	
	77,699	46188 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GREASE	\$7.39	
	77,699	46188 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GREASE	\$0.00	\$74.35
	77,700	46188 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	MULTI-PURPOSE LIT	\$91.57	
	77,700	46188 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	MULTI-PURPOSE LIT	\$10.12	
	77,700	46188 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MULTI-PURPOSE LIT	\$0.00	\$101.69
	77,701	46188 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	SIGN BOX	\$26.45	
	77,701	46188 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SIGN BOX	\$2.92	
	77,701	46188 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGN BOX	\$0.00	\$29.37
	77,702	46188 01-4500-4230-46387	938700 T7-08 DODGE 3500	TRUCK#7 BATTERY	\$162.39	
	77,702	46188 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRUCK#7 BATTERY	\$17.94	
	77,702	46188 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRUCK#7 BATTERY	\$0.00	\$180.33
	77,703	46188 01-4500-4120-80000	MATERIALS-ROADSIDE MAINT, MOWING, WEED SPRA	PW SMALL TOOLS	\$2.53	
	77,703	46188 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW SMALL TOOLS	\$0.28	
	77,703	46188 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW SMALL TOOLS	\$0.00	\$2.81
	77,704	46188 01-4500-4120-80000	MATERIALS-ROADSIDE MAINT, MOWING, WEED SPRA	PW SMALL TOOLS	\$8.12	
	77,704	46188 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW SMALL TOOLS	\$0.90	
LYRECO CANADA INC.	77,704	46188 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW SMALL TOOLS	\$0.00	\$9.02
	77,625	46189 01-1000-4000-40200	OFFICE SUPPLIES	STATIONARIES TOWN HALL	\$118.33	
	77,625	46189 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STATIONARIES TOWN HALL	\$13.07	
MCKIM HARDWARE	77,625	46189 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STATIONARIES TOWN HALL	\$0.00	\$131.40
	77,655	46190 01-2000-4025-40270	NEW EQUIPMENT	SCREWDRIVER	\$6.34	
	77,655	46190 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	SCREWDRIVER	\$0.70	
	77,655	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SCREWDRIVER	\$0.00	\$7.04
	77,656	46190 01-4500-4000-41650	SMALL TOOLS & SAFETY EQUIP	NUTS & BOLTS	\$41.27	
	77,656	46190 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	NUTS & BOLTS	\$4.56	
	77,656	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTS & BOLTS	\$0.00	\$45.83
	77,657	46190 01-4500-4131-80000	MATERIALS-HARDTOP MAINT, SWEEPING, FLUSHING	STORAGE HOLDERS	\$12.35	
	77,657	46190 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	STORAGE HOLDERS	\$1.37	
	77,657	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STORAGE HOLDERS	\$0.00	\$13.72
	77,658	46190 01-4500-5013-80000	MATERIALS - LEAF COLLECTION	RUST PAINT	\$33.72	
	77,658	46190 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RUST PAINT	\$3.73	
	77,658	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RUST PAINT	\$0.00	\$37.45
	77,659	46190 01-5200-4100-41700	BLDG REPAIRS AND MAINT	SUPPLIES	\$8.74	
	77,659	46190 01-0000-0200-00325	HST RECEIVABLE100%	SUPPLIES	\$1.14	
	77,659	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SUPPLIES	\$0.00	\$9.88
	77,660	46190 01-5200-4100-41700	BLDG REPAIRS AND MAINT	DRILL BITS	\$12.73	
	77,660	46190 01-0000-0200-00325	HST RECEIVABLE100%	DRILL BITS	\$1.65	
	77,660	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DRILL BITS	\$0.00	\$14.38

	77,661	46190 01-5200-4100-41700	BLDG REPAIRS AND MAINT	BULBS	\$7.06	
	77,661	46190 01-0000-0200-00325	HST RECEIVABLE100%	BULBS	\$0.92	
	77,661	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BULBS	\$0.00	\$7.98
	77,662	46190 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$9.00	
	77,662	46190 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$1.17	
	77,662	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$10.17
	77,663	46190 01-5000-6050-41700	BLDG REPAIRS AND MAINT	LIGHT BULBS	\$4.50	
	77,663	46190 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$0.59	
	77,663	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$5.09
	77,689	46190 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	LIGHT BULBS	\$8.47	
	77,689	46190 01-0000-0200-00325	HST RECEIVABLE100%	LIGHT BULBS	\$1.10	
	77,689	46190 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LIGHT BULBS	\$0.00	\$9.57
MILLCREEK PRINTING INC						
	77,581	46191 01-5100-4000-40200	OFFICE SUPPLIES	VPCC AP STAMP	\$95.86	
	77,581	46191 01-0000-0200-00325	HST RECEIVABLE100%	VPCC AP STAMP	\$12.46	
	77,581	46191 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC AP STAMP	\$0.00	\$108.32
MINISTRY OF FINANCE (OPP)***						
	77,618	46192 01-3200-4000-41070	R.I.D.E. EXPENSES	RIDE EXP 12/18/2015	\$1,042.08	
	77,618	46192 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDE EXP 12/18/2015	\$0.00	\$1,042.08
	77,619	46192 01-3200-4000-41070	R.I.D.E. EXPENSES	RIDE EXP 12/23/2015	\$1,042.08	
	77,619	46192 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RIDE EXP 12/23/2015	\$0.00	\$1,042.08
	77,771	46192 01-3200-4000-40450	OPP CONTRACTED SERVICES	OPP SERVICE JAN	\$211,869.00	
	77,771	46192 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OPP SERVICE JAN	\$0.00	\$211,869.00
NANCEKIVELL, CAROL						
	77,749	46193 01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	FIRE HALL PAGER CASES	\$120.00	
	77,749	46193 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL PAGER CASES	\$0.00	\$120.00
OLDE BAKERY CAFE						
	77,759	46194 01-5100-6060-40420	PROGRAM SUPPLIES	BIRTHDAY CAKE	\$16.00	
	77,759	46194 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BIRTHDAY CAKE	\$0.00	\$16.00
OLDE TYME TAXI						
	77,624	46195 01-1001-4000-41560	CONTRACTS	PARA DEC 2015	\$2,588.22	
	77,624	46195 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PARA DEC 2015	\$332.78	
	77,624	46195 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PARA DEC 2015	\$0.00	\$2,921.00
	77,632	46195 01-5200-6090-40420	PROGRAM SUPPLIES	GUYS GROUP SLEEPOVER TAXI	\$72.00	
	77,632	46195 01-0000-0200-00325	HST RECEIVABLE100%	GUYS GROUP SLEEPOVER TAXI	\$9.36	
	77,632	46195 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GUYS GROUP SLEEPOVER TAXI	\$0.00	\$81.36
O.M.E.R.S. ***						
	77,743	46196 01-0000-2100-00704	OMERS (15000)	OMER JAN PREMIUM	\$58,235.94	
	77,743	46196 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OMER JAN PREMIUM	\$0.00	\$58,235.94
ONTARIO PARKS ASSOCIATION						
	77,643	46197 01-0000-0400-00280	PREPAID EXPENSES	2016 OPA MEMBERSHIP	\$130.00	
	77,643	46197 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 OPA MEMBERSHIP	\$0.00	\$130.00
ONTARIO ASSOCIATION OF FIRE TR						
	77,608	46198 01-0000-0400-00280	PREPAID EXPENSES	2016 OAFTO MEMBERSHIP	\$150.00	
	77,608	46198 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	2016 OAFTO MEMBERSHIP	\$0.00	\$150.00
ONTARIO ONE CALL LTD.						
	77,589	46199 01-4000-5020-41500	CONTRACTED SERVICES	DEC ON CALL FEES	\$115.24	
	77,589	46199 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	DEC ON CALL FEES	\$12.73	
	77,589	46199 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEC ON CALL FEES	\$0.00	\$127.97
ORCO SIGNS						
	77,595	46200 01-5000-6110-40420	PROGRAM SUPPLIES	SIGNS FOR LIGHTS	\$102.00	
	77,595	46200 01-0000-0200-00325	HST RECEIVABLE100%	SIGNS FOR LIGHTS	\$13.26	
	77,595	46200 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SIGNS FOR LIGHTS	\$0.00	\$115.26
OXFORD COUNTY ***						

	77,667	46201 01-1000-4000-40820	PLANNING ACT EXPENSES	COUNTY Q4 FEES	\$1,688.39	
	77,667	46201 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COUNTY Q4 FEES	\$0.00	\$1,688.39
	77,711	46201 01-4500-5012-80000	MATERIALS - DEBRIS & LITTER PICK UP	LANDFILL DEC 2015	\$569.00	
	77,711	46201 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LANDFILL DEC 2015	\$0.00	\$569.00
	77,791	46201 01-4500-4123-80000	MATERIALS-ROADSIDE MAINT, CATCHBASINS	BULKWATER 2015	\$318.39	
	77,791	46201 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BULKWATER 2015	\$0.00	\$318.39
OXFORD TROPHIES						
	77,748	46202 01-3000-4000-41020	PROMOTION & MEALS	RETIREMENT PLAQUES	\$34.34	
	77,748	46202 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	RETIREMENT PLAQUES	\$3.80	
	77,748	46202 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	RETIREMENT PLAQUES	\$0.00	\$38.14
PARDY PLUMBING & HEATING LTD						
	77,792	46203 01-2000-4025-41530	EQUIPMENT REPAIRS & MAINTENANCE	BATHROOM REPAIRS	\$724.06	
	77,792	46203 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	BATHROOM REPAIRS	\$79.97	
	77,792	46203 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATHROOM REPAIRS	\$0.00	\$804.03
PARKSMART INC.						
	77,693	46204 01-1000-4240-41505	PARKING ENFORCEMENT CONTRACT	TRAFFIC ENFORCE DEC	\$480.82	
	77,693	46204 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TRAFFIC ENFORCE DEC	\$53.11	
	77,693	46204 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRAFFIC ENFORCE DEC	\$0.00	\$533.93
PATTON , CORMIER AND ASSOCIATE						
	77,682	46205 01-0900-4000-40710	LEGAL FEES	FILE#32479 LEGAL FEES	\$11,775.62	
	77,682	46205 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FILE#32479 LEGAL FEES	\$1,296.08	
	77,682	46205 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FILE#32479 LEGAL FEES	\$0.00	\$13,071.70
POLAR PIN						
	77,607	46206 01-3000-4000-40290	UNIFORMS & CLOTHING	FIRE BADGE ARTWORK	\$615.44	
	77,607	46206 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE BADGE ARTWORK	\$67.98	
	77,607	46206 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE BADGE ARTWORK	\$0.00	\$683.42
PORTMAN ROOFING LTD.						
	77,692	46207 10-0000-3610-80000	MATERIALS-RELOCATE KIRWIN BARN	COVERING KIRWIN BARN BEAMS	\$1,146.00	
	77,692	46207 01-0000-0200-00325	HST RECEIVABLE100%	COVERING KIRWIN BARN BEAMS	\$148.98	
	77,692	46207 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	COVERING KIRWIN BARN BEAMS	\$0.00	\$1,294.98
PROGRESSIVE WASTE SOLUTIONS						
	77,620	46208 01-5200-4100-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$208.72	
	77,620	46208 01-5000-6020-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$241.69	
	77,620	46208 01-5100-4100-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$236.38	
	77,620	46208 01-5000-6050-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$236.38	
	77,620	46208 01-5000-6040-41550	MAINTENANCE CONTRACTS	GARBAGE SERVICE	\$236.38	
	77,620	46208 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$27.13	
	77,620	46208 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$31.42	
	77,620	46208 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$30.73	
	77,620	46208 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$30.73	
	77,620	46208 01-0000-0200-00325	HST RECEIVABLE100%	GARBAGE SERVICE	\$30.73	
	77,620	46208 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE SERVICE	\$0.00	\$1,310.29
	77,652	46208 01-3000-4100-41550	MAINTENANCE CONTRACTS	GARBAGE PICKUP FIRE HALL	\$157.73	
	77,652	46208 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GARBAGE PICKUP FIRE HALL	\$17.42	
	77,652	46208 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GARBAGE PICKUP FIRE HALL	\$0.00	\$175.15
PUBLIC SECTOR DIGEST INC.						
	77,688	46209 01-7000-4000-40260	SUBSCRIP AND PUBLICATIONS	PUBLIC SECTOR SEP'15-AUG '16	\$75.05	
	77,688	46209 01-0000-0400-00280	PREPAID EXPENSES	PUBLIC SECTOR SEP'15-AUG '16	\$225.14	
	77,688	46209 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PUBLIC SECTOR SEP'15-AUG '16	\$8.29	
	77,688	46209 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PUBLIC SECTOR SEP'15-AUG '16	\$24.87	
	77,688	46209 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PUBLIC SECTOR SEP'15-AUG '16	\$0.00	\$333.35
PURULATOR COURIER LTD						
	77,653	46210 01-3000-4000-40290	UNIFORMS & CLOTHING	UNIFORMS SENT OUT	\$16.88	
	77,653	46210 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	UNIFORMS SENT OUT	\$1.87	

RAINFOREST LIGHTHOUSE	77,653	46210 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	UNIFORMS SENT OUT	\$0.00	\$18.75
	77,677	46211 01-5000-6050-41740	LAND MAINTENANCE & IMPROVEMENTS	DEWAN PARK 2016 IRRIGATION	\$231.80	
	77,677	46211 01-0000-0200-00325	HST RECEIVABLE100%	DEWAN PARK 2016 IRRIGATION	\$30.13	
	77,677	46211 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DEWAN PARK 2016 IRRIGATION	\$0.00	\$261.93
	77,678	46211 01-5000-6050-41740	LAND MAINTENANCE & IMPROVEMENTS	VPCC SPLASH PAD MAINT	\$84.55	
	77,678	46211 01-0000-0200-00325	HST RECEIVABLE100%	VPCC SPLASH PAD MAINT	\$10.99	
	77,678	46211 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC SPLASH PAD MAINT	\$0.00	\$95.54
	77,679	46211 01-5000-6030-41530	EQUIP REPAIRS & MAINT	SOCCER FIELD IRRIGATION MAINT	\$364.80	
	77,679	46211 01-0000-0200-00325	HST RECEIVABLE100%	SOCCER FIELD IRRIGATION MAINT	\$47.42	
	77,679	46211 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SOCCER FIELD IRRIGATION MAINT	\$0.00	\$412.22
REALTAX INC	77,732	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,732	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,732	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
	77,733	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,733	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,733	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
	77,734	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,734	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,734	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
	77,735	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,735	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,735	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
	77,736	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,736	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,736	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
	77,737	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,737	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,737	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
	77,738	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,738	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,738	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
	77,739	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,739	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,739	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
	77,740	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,740	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,740	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
	77,741	46212 01-0000-0090-99910	TAXES - CLEARING	FARM DEBT NOTICES	\$407.04	
	77,741	46212 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FARM DEBT NOTICES	\$44.96	
	77,741	46212 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FARM DEBT NOTICES	\$0.00	\$452.00
RIETTA'S DECOR & DESIGN CENTRE	77,673	46213 01-5200-4100-41700	BLDG REPAIRS AND MAINT	FRONT OFFICE WALLS PAINT	\$48.40	
	77,673	46213 01-0000-0200-00325	HST RECEIVABLE100%	FRONT OFFICE WALLS PAINT	\$6.29	
	77,673	46213 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FRONT OFFICE WALLS PAINT	\$0.00	\$54.69
ROCK SOLID DESIGNS	77,687	46214 01-6200-4100-41750	LOT SNOW REMOVAL AND SANDING	SANDING/SALTING PKNG LOT	\$35.00	
	77,687	46214 01-0000-0200-00325	HST RECEIVABLE100%	SANDING/SALTING PKNG LOT	\$4.55	
	77,687	46214 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SANDING/SALTING PKNG LOT	\$0.00	\$39.55
	77,690	46214 01-6200-4100-41750	LOT SNOW REMOVAL AND SANDING	MUSEUM SNOW REMOVAL DEC	\$110.00	
	77,690	46214 01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM SNOW REMOVAL DEC	\$14.30	
	77,690	46214 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM SNOW REMOVAL DEC	\$0.00	\$124.30
ROGERS (WIRELESS)						

	77,772	46215 01-4000-4000-40220	TELEPHONE	PW GPS SERVICE	\$52.91	
	77,772	46215 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW GPS SERVICE	\$5.85	
	77,772	46215 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW GPS SERVICE	\$0.00	\$58.76
	77,777	46215 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	PW ON CALL PHONE	\$39.79	
	77,777	46215 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	PW ON CALL PHONE	\$4.39	
	77,777	46215 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	PW ON CALL PHONE	\$0.00	\$44.18
SEARLES MOTOR PRODUCTS LIMITED						
	77,757	46216 01-5000-6050-41510	VEHICLE REPAIRS & MAINT	OIL CHANGE+TIRE REPAIR	\$57.81	
	77,757	46216 01-0000-0200-00325	HST RECEIVABLE100%	OIL CHANGE+TIRE REPAIR	\$7.52	
	77,757	46216 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	OIL CHANGE+TIRE REPAIR	\$0.00	\$65.33
SHAW DIRECT						
	77,752	46217 01-3000-4000-40300	UTILITIES	FIRE HALL SATELLITE	\$110.92	
	77,752	46217 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL SATELLITE	\$12.25	
	77,752	46217 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL SATELLITE	\$0.00	\$123.17
SHOPPERS DRUG MART						
	77,640	46218 01-5200-6090-40420	PROGRAM SUPPLIES	VARIOUS SUPPLIES	\$18.33	
	77,640	46218 01-5200-6090-40550	FUND RAISING	VARIOUS SUPPLIES	\$9.49	
	77,640	46218 01-0000-0200-00325	HST RECEIVABLE100%	VARIOUS SUPPLIES	\$2.38	
	77,640	46218 01-0000-0200-00325	HST RECEIVABLE100%	VARIOUS SUPPLIES	\$1.23	
	77,640	46218 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VARIOUS SUPPLIES	\$0.00	\$31.43
SOAK IT UP INC						
	77,637	46219 01-5200-4100-41550	MAINTENANCE CONTRACTS	FUSION MATS	\$26.50	
	77,637	46219 01-0000-0200-00325	HST RECEIVABLE100%	FUSION MATS	\$3.45	
	77,637	46219 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION MATS	\$0.00	\$29.95
	77,670	46219 01-5100-4100-41550	MAINTENANCE CONTRACTS	VPCC MAT SERVICE	\$305.80	
	77,670	46219 01-0000-0200-00325	HST RECEIVABLE100%	VPCC MAT SERVICE	\$39.75	
	77,670	46219 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VPCC MAT SERVICE	\$0.00	\$345.55
	77,674	46219 01-5200-4100-41550	MAINTENANCE CONTRACTS	FUSION MAT SERVICE	\$26.50	
	77,674	46219 01-0000-0200-00325	HST RECEIVABLE100%	FUSION MAT SERVICE	\$3.45	
	77,674	46219 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FUSION MAT SERVICE	\$0.00	\$29.95
	77,685	46219 01-6200-4100-41700	BLDG REPAIRS & MAINTENANCE	MUSEUM MAT SERVICE	\$18.00	
	77,685	46219 01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM MAT SERVICE	\$2.34	
	77,685	46219 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM MAT SERVICE	\$0.00	\$20.34
	77,786	46219 01-2000-4015-41540	RENTAL	CARRS MAT RENTAL	\$11.00	
	77,786	46219 01-0000-0200-00325	HST RECEIVABLE100%	CARRS MAT RENTAL	\$1.43	
	77,786	46219 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	CARRS MAT RENTAL	\$0.00	\$12.43
	77,787	46219 01-2000-4025-41540	RENTAL	TOWN CENTRE MAT RENTAL	\$28.50	
	77,787	46219 01-0000-0200-00325	HST RECEIVABLE100%	TOWN CENTRE MAT RENTAL	\$3.71	
	77,787	46219 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN CENTRE MAT RENTAL	\$0.00	\$32.21
SOC. OF COMPOSERS,AUTHORS						
	77,676	46220 01-5200-6170-40260	SUBSCRIP AND PUBLICATIONS	SOCAN SUBSCRIP 2016	\$343.80	
	77,676	46220 01-0000-0200-00325	HST RECEIVABLE100%	SOCAN SUBSCRIP 2016	\$44.69	
	77,676	46220 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SOCAN SUBSCRIP 2016	\$0.00	\$388.49
SPECTRUM COMMUNICATIONS LTD.						
	77,753	46221 01-3000-4000-41520	COMMUNICATION	FIRE HALL RADIO BATTERY	\$102.98	
	77,753	46221 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	FIRE HALL RADIO BATTERY	\$11.38	
	77,753	46221 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	FIRE HALL RADIO BATTERY	\$0.00	\$114.36
SPORTSYSTEMS CANADA						
	77,639	46222 01-5200-6090-40270	NEW EQUIPMENT	VOLLEYBALL NET RESTOCK	\$52.82	
	77,639	46222 01-0000-0200-00325	HST RECEIVABLE100%	VOLLEYBALL NET RESTOCK	\$6.87	
	77,639	46222 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VOLLEYBALL NET RESTOCK	\$0.00	\$59.69
	77,716	46222 01-5200-6090-40270	NEW EQUIPMENT	VALLEYBALL NET	\$424.94	
	77,716	46222 01-0000-0200-00325	HST RECEIVABLE100%	VALLEYBALL NET	\$55.24	
	77,716	46222 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VALLEYBALL NET	\$0.00	\$480.18

ST. AMAND, DAN - PETTY CASH	77,683	46223 01-5000-6020-40430	CANTEEN SUPPLIES	ARENA PETTY CASH	\$82.79	
	77,683	46223 01-0000-0200-00325	HST RECEIVABLE100%	ARENA PETTY CASH	\$5.81	
	77,683	46223 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	ARENA PETTY CASH	\$0.00	\$88.60
STAPLES ***	77,715	46224 01-5100-4000-40200	OFFICE SUPPLIES	STATIONARIES	\$403.12	
	77,715	46224 01-0000-0200-00325	HST RECEIVABLE100%	STATIONARIES	\$52.41	
	77,715	46224 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	STATIONARIES	\$0.00	\$455.53
STONETOWN SUPPLY SERVICES(ING)	77,761	46225 01-5000-6050-40210	JANITORIAL SUPPLIES	BATHROOM SUPPLIES	\$41.06	
	77,761	46225 01-0000-0200-00325	HST RECEIVABLE100%	BATHROOM SUPPLIES	\$5.34	
	77,761	46225 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	BATHROOM SUPPLIES	\$0.00	\$46.40
	77,779	46225 01-4500-5012-80000	MATERIALS - DEBRIS & LITTER PICK UP	JANITORIAL SUPPLIES	\$49.03	
	77,779	46225 01-4500-4000-40210	JANITORIAL SUPPLIES	JANITORIAL SUPPLIES	\$97.51	
	77,779	46225 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$5.41	
	77,779	46225 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	JANITORIAL SUPPLIES	\$10.77	
	77,779	46225 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JANITORIAL SUPPLIES	\$0.00	\$162.72
SUN LIFE OF CANADA	77,671	46226 01-0000-2100-00716	HEALTH CARE PAYABLE	JAN PREMIUM	\$42,652.04	
	77,671	46226 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	JAN PREMIUM	\$0.00	\$42,652.04
SUN MEDIA, A DIVISION OF POSTM	77,627	46227 01-1000-4000-41000	ADVERTISING	TOWN OFFICES XMAS HRS AD	\$134.32	
	77,627	46227 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	TOWN OFFICES XMAS HRS AD	\$14.84	
	77,627	46227 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TOWN OFFICES XMAS HRS AD	\$0.00	\$149.16
TETRA-CHEM INDUSTRIES LTD.	77,775	46228 01-4500-4150-80000	MATERIALS-WINTER CONTROL, PLOWING, SANDING,	WASHER FLUID	\$503.71	
	77,775	46228 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	WASHER FLUID	\$55.64	
	77,775	46228 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WASHER FLUID	\$0.00	\$559.35
THAMESFORD PIZZA	77,630	46229 01-5200-6090-40420	PROGRAM SUPPLIES	LEONS MOVIE NITE	\$47.62	
	77,630	46229 01-0000-0200-00325	HST RECEIVABLE100%	LEONS MOVIE NITE	\$2.38	
	77,630	46229 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	LEONS MOVIE NITE	\$0.00	\$50.00
	77,631	46229 01-5200-6090-40420	PROGRAM SUPPLIES	XMAS MOVIE NITE	\$29.65	
	77,631	46229 01-0000-0200-00325	HST RECEIVABLE100%	XMAS MOVIE NITE	\$1.48	
	77,631	46229 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	XMAS MOVIE NITE	\$0.00	\$31.13
TILLSONBURG FIRE & RESCUE SERV	77,654	46230 01-3000-4000-41520	COMMUNICATION	Q4 DISPATCHING FEES	\$3,510.00	
	77,654	46230 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	Q4 DISPATCHING FEES	\$0.00	\$3,510.00
TREMBLETT'S YOUR INDEPENDENT G	77,644	46231 01-5200-6090-40420	PROGRAM SUPPLIES	TRACY'S DINER	\$35.92	
	77,644	46231 01-0000-0200-00325	HST RECEIVABLE100%	TRACY'S DINER	\$0.01	
	77,644	46231 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	TRACY'S DINER	\$0.00	\$35.93
	77,645	46231 01-5200-6090-40460	NUTRITION PURCHASES	XMAS DINER+NUTRITION	\$40.25	
	77,645	46231 01-5200-6090-40500	SPECIAL EVENTS	XMAS DINER+NUTRITION	\$163.13	
	77,645	46231 01-0000-0200-00325	HST RECEIVABLE100%	XMAS DINER+NUTRITION	\$1.69	
	77,645	46231 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	XMAS DINER+NUTRITION	\$0.00	\$205.07
	77,646	46231 01-5200-6090-40500	SPECIAL EVENTS	XMAS DINER SUPPLIES	\$13.98	
	77,646	46231 01-0000-0200-00325	HST RECEIVABLE100%	XMAS DINER SUPPLIES	\$0.01	
	77,646	46231 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	XMAS DINER SUPPLIES	\$0.00	\$13.99
	77,647	46231 01-5200-6090-40420	PROGRAM SUPPLIES	DINER SUPPLIES	\$32.39	
	77,647	46231 01-0000-0200-00325	HST RECEIVABLE100%	DINER SUPPLIES	\$0.01	
	77,647	46231 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	DINER SUPPLIES	\$0.00	\$32.40
	77,648	46231 01-5200-6090-40420	PROGRAM SUPPLIES	NUTRITION PROG SUPPLIES	\$7.99	
	77,648	46231 01-5200-6090-40460	NUTRITION PURCHASES	NUTRITION PROG SUPPLIES	\$140.86	

	77,648	46231 01-0000-0200-00325	HST RECEIVABLE100%	NUTRITION PROG SUPPLIES	\$2.76	
	77,648	46231 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTRITION PROG SUPPLIES	\$0.00	\$151.61
	77,649	46231 01-5200-6090-40460	NUTRITION PURCHASES	NUTRITION PROG SUPPLIES	\$29.95	
	77,649	46231 01-0000-0200-00325	HST RECEIVABLE100%	NUTRITION PROG SUPPLIES	\$0.01	
	77,649	46231 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	NUTRITION PROG SUPPLIES	\$0.00	\$29.96
	77,650	46231 01-5200-6090-40420	PROGRAM SUPPLIES	SNACK SHACK	\$18.10	
	77,650	46231 01-0000-0200-00325	HST RECEIVABLE100%	SNACK SHACK	\$1.04	
Employee Reimbursement	77,650	46231 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	SNACK SHACK	\$0.00	\$19.14
	77,582	46232 01-3400-4000-40620	MILEAGE	KILOMETRAGE	\$106.98	
	77,582	46232 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	KILOMETRAGE	\$11.82	
WASTE MANAGEMENT	77,582	46232 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	KILOMETRAGE	\$0.00	\$118.80
	77,712	46233 01-4500-4100-41550	MAINTENANCE CONTRACTS	20YD BIN DEC SERVICE	\$572.38	
	77,712	46233 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	20YD BIN DEC SERVICE	\$62.61	
WORKPLACE SAFETY & INS. BOARD	77,712	46233 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	20YD BIN DEC SERVICE	\$0.00	\$634.99
	77,742	46234 01-0000-2100-00708	WSIB PAYABLE	WSIB JAN PREMIUM	\$10,443.36	
WSC IMAGE PROFESSIONALS	77,742	46234 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	WSIB JAN PREMIUM	\$0.00	\$10,443.36
	77,691	46235 01-6200-4000-41000	ADVERTISING	MUSEUM AD SHIRTS	\$784.00	
	77,691	46235 01-0000-0200-00325	HST RECEIVABLE100%	MUSEUM AD SHIRTS	\$101.92	
UNION GAS	77,691	46235 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	MUSEUM AD SHIRTS	\$0.00	\$885.92
	77,599	EFT0000 01-5000-6020-40350	NATURAL GAS	GAS NOV-DEC 2015	\$1,192.29	
	77,599	EFT0000 01-3200-4100-40350	NATURAL GAS	GAS NOV-DEC 2015	\$129.25	
	77,599	EFT0000 01-3000-4000-40350	NATURAL GAS	GAS NOV-DEC 2015	\$229.38	
	77,599	EFT0000 01-5000-6050-40350	NATURAL GAS	GAS NOV-DEC 2015	\$937.09	
	77,599	EFT0000 01-4500-4100-40350	NATURAL GAS	GAS NOV-DEC 2015	\$723.52	
	77,599	EFT0000 01-5000-6040-40350	NATURAL GAS	GAS NOV-DEC 2015	\$443.64	
	77,599	EFT0000 01-5000-6040-40350	NATURAL GAS	GAS NOV-DEC 2015	\$63.62	
	77,599	EFT0000 01-5100-4100-40350	NATURAL GAS	GAS NOV-DEC 2015	\$3,065.42	
	77,599	EFT0000 01-5200-4100-40350	NATURAL GAS	GAS NOV-DEC 2015	\$653.89	
	77,599	EFT0000 01-6200-4100-40350	NATURAL GAS	GAS NOV-DEC 2015	\$112.35	
	77,599	EFT0000 01-6200-4100-40350	NATURAL GAS	GAS NOV-DEC 2015	\$50.21	
	77,599	EFT0000 01-2000-4010-40350	NATURAL GAS	GAS NOV-DEC 2015	\$219.33	
	77,599	EFT0000 01-2000-4025-40350	NATURAL GAS	GAS NOV-DEC 2015	\$962.37	
	77,599	EFT0000 01-2000-4015-40350	NATURAL GAS	GAS NOV-DEC 2015	\$183.69	
	77,599	EFT0000 01-2000-4015-40350	NATURAL GAS	GAS NOV-DEC 2015	\$73.45	
	77,599	EFT0000 01-0000-0200-00325	HST RECEIVABLE100%	GAS NOV-DEC 2015	\$926.15	
	77,599	EFT0000 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	GAS NOV-DEC 2015	\$211.55	
ROYAL BANK VISA	77,599	EFT0000 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	GAS NOV-DEC 2015	\$0.00	\$10,177.20
	77,720	EFT0000 01-5100-4000-40435	PRO SHOP SUPPLIES	VISA DEC 2015-B WARD	\$59.29	
	77,720	EFT0000 01-5100-6090-40420	PROGRAM SUPPLIES	VISA DEC 2015-B WARD	\$10.00	
ROYAL BANK VISA	77,720	EFT0000 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-B WARD	\$0.00	\$69.29
	77,721	EFT0000 01-0900-4000-41020	PROMOTION & MEALS	VISA DEC 2015-B TIGERT	\$112.48	
	77,721	EFT0000 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-B TIGERT	\$10.00	
ROYAL BANK VISA	77,721	EFT0000 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-B TIGERT	\$0.00	\$122.48
	77,722	EFT0000 01-4500-4160-80000	MATERIALS-SAFETY DEVICES, SIGNS, GUIDE RAIL	VISA DEC 2015-R FLEMING	\$131.15	
	77,722	EFT0000 01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-R FLEMING	\$14.48	
	77,722	EFT0000 01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-R FLEMING	\$0.00	\$145.63

ROYAL BANK VISA	77,723 EFT0000	01-6200-4000-40420	PROGRAM SUPPLIES	VISA DEC 2015-S GILLIES	\$59.80	
	77,723 EFT0000	01-6200-4100-40210	JANITORIAL SUPPLIES	VISA DEC 2015-S GILLIES	\$13.35	
	77,723 EFT0000	01-0000-0400-00280	PREPAID EXPENSES	VISA DEC 2015-S GILLIES	\$100.00	
	77,723 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA DEC 2015-S GILLIES	\$5.05	
	77,723 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA DEC 2015-S GILLIES	\$1.74	
	77,723 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-S GILLIES	\$0.00	\$179.94
ROYAL BANK VISA	77,724 EFT0000	01-4500-4000-42900	MISCELLANEOUS EXPENSE	VISA DEC 2015-M GRAVES	\$50.00	
	77,724 EFT0000	01-1000-4000-40710	LEGAL FEES	VISA DEC 2015-M GRAVES	\$59.44	
	77,724 EFT0000	01-1000-4000-41160	HONOURS & AWARDS	VISA DEC 2015-M GRAVES	\$59.02	
	77,724 EFT0000	01-1000-4000-42900	MISCELLANEOUS EXPENSE	VISA DEC 2015-M GRAVES	\$12.00	
	77,724 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-M GRAVES	\$4.70	
	77,724 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-M GRAVES	\$6.52	
	77,724 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-M GRAVES	\$0.00	\$191.68
ROYAL BANK VISA	77,725 EFT0000	01-4500-4000-40290	UNIFORMS & CLOTHING	VISA DEC 2015-D WITUIK	\$161.84	
	77,725 EFT0000	01-4500-4100-40210	JANITORIAL SUPPLIES	VISA DEC 2015-D WITUIK	\$101.75	
	77,725 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-D WITUIK	\$17.88	
	77,725 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-D WITUIK	\$11.24	
	77,725 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-D WITUIK	\$0.00	\$292.71
ROYAL BANK VISA	77,726 EFT0000	01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	VISA DEC 2015-J HOLMES	\$237.20	
	77,726 EFT0000	01-3000-4000-41610	FIRE FIGHTING EQUIPMENT	VISA DEC 2015-J HOLMES	\$110.29	
	77,726 EFT0000	01-3000-4000-42900	MISCELLANEOUS EXPENSE	VISA DEC 2015-J HOLMES	\$5.47	
	77,726 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-J HOLMES	\$10.71	
	77,726 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-J HOLMES	\$0.00	\$363.67
ROYAL BANK VISA	77,727 EFT0000	01-3400-4000-40290	UNIFORMS & CLOTHING	VISA DEC 2015-S VANDERYDT	\$168.48	
	77,727 EFT0000	01-3400-4000-40290	UNIFORMS & CLOTHING	VISA DEC 2015-S VANDERYDT	\$137.36	
	77,727 EFT0000	01-2000-4015-41700	BLDG REPARIS & MAINTENANCE	VISA DEC 2015-S VANDERYDT	\$29.99	
	77,727 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-S VANDERYDT	\$18.61	
	77,727 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-S VANDERYDT	\$15.17	
	77,727 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA DEC 2015-S VANDERYDT	\$3.90	
	77,727 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-S VANDERYDT	\$0.00	\$373.51
ROYAL BANK VISA	77,728 EFT0000	01-5200-6090-41500	CONTRACTED SERVICES	VISA DEC 2015-A BROWN	\$15.98	
	77,728 EFT0000	01-5200-6090-41000	ADVERTISING	VISA DEC 2015-A BROWN	\$7.09	
	77,728 EFT0000	01-5200-6090-40420	PROGRAM SUPPLIES	VISA DEC 2015-A BROWN	\$327.02	
	77,728 EFT0000	01-1000-4000-41160	HONOURS & AWARDS	VISA DEC 2015-A BROWN	\$310.00	
	77,728 EFT0000	01-5200-6090-40500	SPECIAL EVENTS	VISA DEC 2015-A BROWN	\$17.97	
	77,728 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA DEC 2015-A BROWN	\$42.52	
	77,728 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA DEC 2015-A BROWN	\$2.34	
	77,728 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-A BROWN	\$0.00	\$722.92
ROYAL BANK VISA	77,729 EFT0000	01-1000-4000-41010	GRAPHICS & PRINTING	VISA DEC 2015-S LAWSON	\$193.20	
	77,729 EFT0000	01-0000-0400-00280	PREPAID EXPENSES	VISA DEC 2015-S LAWSON	\$768.03	
	77,729 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-S LAWSON	\$21.34	
	77,729 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-S LAWSON	\$0.00	\$982.57
ROYAL BANK VISA	77,730 EFT0000	01-1001-4000-41550	MAINTENANCE CONTRACTS	VISA DEC 2015-J BROWN	\$693.19	
	77,730 EFT0000	01-1000-4000-40270	NEW EQUIPMENT	VISA DEC 2015-J BROWN	\$547.45	
	77,730 EFT0000	01-1002-4000-40270	NEW EQUIPMENT	VISA DEC 2015-J BROWN	\$313.39	
	77,730 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-J BROWN	\$60.47	

	77,730 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-J BROWN	\$34.62	
	77,730 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-J BROWN	\$0.00	\$1,649.12
ROYAL BANK VISA	77,731 EFT0000	01-7000-4000-41020	PROMOTION & MEALS	VISA DEC 2015-K BROWN	\$268.62	
	77,731 EFT0000	01-7000-4000-41300	TRADE SHOWS	VISA DEC 2015-K BROWN	\$1,090.58	
	77,731 EFT0000	01-6200-4000-40540	CONSERVATION SUPPLIES	VISA DEC 2015-K BROWN	\$451.63	
	77,731 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-K BROWN	\$28.84	
	77,731 EFT0000	01-0000-0200-00320	HST RECEIVABLE (PST 78%, GST 100%)	VISA DEC 2015-K BROWN	\$5.97	
	77,731 EFT0000	01-0000-0200-00325	HST RECEIVABLE100%	VISA DEC 2015-K BROWN	\$58.71	
	77,731 EFT0000	01-0000-2020-00000	ACCOUNTS PAYABLE - GENERAL CONTROL	VISA DEC 2015-K BROWN	\$0.00	\$1,904.35
=====						
	\$1,604,975.98	\$1,604,975.97	DISTRIBUTION TOTALS:			
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DEPARTMENT: Chief Administrative Officer

REPORT NO: A-001-16

COUNCIL DATE: February 8th, 2016

TITLE: CAO January Report

OBJECTIVE: To provide information on the Activity for the Month of January

Human Resources

Worked on updating and standardizing the overtime policy for non-union permanent employees with the Human Resource Coordinator. This included a number of discussions and revisions with the Coordinator followed by a meeting specifically with Treasury and Payroll to understand all the applications and implications with implementation. Presented the draft document to the department heads for their comments and suggestions. In the process now of circulating to affected staff members to solicit comments and concerns prior to presentation to council for adoption.

Working with the HR Coordinator to develop a new model for the creation and evaluation of Job Descriptions to meet the requirements of the Pay Equity Act and the needs of the Corporation. The HR Coordinator has done excellent work in developing a standardized template and a drafting tool for management to use when developing a new job description or revising an existing position. Later in 2016 the HR Coordinator will be arranging for a trainer to provide a half-day session on the need and methodology of developing workable accurate job descriptions for managers. Funding has been incorporated in to the CAO consultant budget.

Budget

January has a busy month in relation to the 2016 budget process, and I have to extend my thanks to the Council for committing to three meetings in advance so as to provide an opportunity to move the budget process forward in a timely manner. Having the budget completed early in the year does provide for better management and allows staff to proceed with the larger expenditures approved. It is anticipated with the public meeting scheduled for February 4th the budget can be adopted at the

meeting of February 8th, 2016. I believe that this makes the Town one of the earlier municipalities to have completed their budget in Oxford County.

The Department Heads and Managers did a very good job of developing their budgets and submitting them within the time frames requested.

The Director of Finance/ Treasurer and I did a comprehensive line by line review of the budget and have found reductions based on historical averages. It is anticipated that there will be tighter margins for the Department Heads as they manage their respective responsibilities over the course of 2016.

Boundary Adjustments

January was an exceedingly busy month for Boundary adjustments, with both a meeting of the Town's committee and the joint meeting with the committee from SWOX. The negotiations are continuing slowly as there are many complex issues including compensation that are being discussed and investigated.

I have met with the Director of Finance/Treasurer, Clerk and Director of Economic Development to discuss the compensation issues. Staff are working on developing a fair, but easily calculated and maintained formula to be administered in the years ahead. Frankly this is easier said than done. Ingersoll staff will be meeting with SWOX staff to discuss options and strategies for the Joint Committee consideration.

Ingersoll's Committee has requested a preliminary meeting with Zorra to commence discussions on boundary adjustment.

Staff have been asked to meet with representatives from both Woodstock and Tillsonburg to discuss areas of interest and potentially common approaches in discussions with their rural neighbours. Staff are working on coordinating this meeting.

Development

January has been a busy month for development issues with three active site plan applications underway. Meetings were held with all four to identify municipal and regulatory agency issues and concerns.

All three of the applications have identified minor variance applications to meet the needs of the site plan requests. Staff worked quickly to try and facilitate scheduling of the variances for the February meeting rather than have them delayed until the March meeting.

Staff met with representatives of Reeves Land Corporation to discuss the proposed residential subdivision south of Clark Road. A request by the developer has been submitted as a separate report on this meeting's agenda.

Strategic Priorities

Council along with senior staff met on Saturday January 23rd to finalize the strategic priorities for this term of Council. Two meeting via teleconference were held with the Facilitator and CAO in preparation for this meeting.

The session went very well and a final report will be circulated in February, final amendments made with anticipated adoption at the regular meeting in March 2016.

Council has ask that the priorities be revisited annually in conjunction with the annual budget preparation.

Training

The CAO participated along with a number of other Town staff a training exercise using the Counties mapping and GIS systems.

Miscellaneous Meetings

Staff were requested and participated in a number of meetings and discussions requested by various members of Council.

RECOMMENDATION: That Council receive report numbered A-001-16 as information.

Prepared by: William J. Tigert, Chief Administrative Officer



DEPARTMENT: Clerk's Department

REPORT NO: C-005-16

COUNCIL MEETING DATE: February 8, 2016

SUBJECT: Clerk's Department Monthly Report

Closed Session Reporting

Nothing to report at this time.

Upcoming Legislation

Council will note that Bill 151, the Waste-Free Ontario Act has been listed under Correspondence and Resolutions. This act is currently open for commenting under the environmental registry. Staff suggest Council may wish to submit comments on this Bill. If Council does submit comments they could forward them to the Clerk and the Clerk could consolidate the comments and send them on to the Ministry. Comments would need to be in before the end of the month.

Also Council will note that we have a by-law on the agenda to dedicate some one foot reserves as road allowance. These one-foot reserves were located in the road allowance and we now need to open them up to give residents in the area legal access to their properties.

ATTACHMENTS

Monthly Statistics

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer

Clerk's Department Monthly Statistics

	Current Month	Prior Yr. Month	Percentage	Year-to-date	Prior-Year-to-date	Percentage
MARRIAGE LICENCES	8	9	89%	8	9	89%
In Town Marriage Licences	2	3	67%	2	3	67%
Out-of-Town Marriage Licences	6	6	100%	6	6	100%
CIVIL WEDDINGS	2	7	29%	2	7	29%
Ceremonies Held	1	3	33%	1	3	33%
Ceremonies Booked	1	4	25%	1	4	25%
Burial Permits	19	30	63%	19	30	63%
In Town Burial Permits	6	5	120%	6	5	120%
Out-of-Town Burial Permits	13	23	57%	13	23	57%
Commissioners of Oaths	14	18	78%	14	18	78%
Paratransit Tickets	209	275	76%	209	275	76%
Parking Passes	0	0	0%	0	0	0%
Day Parking Passes	0	2	0%	0	2	0%
Evening Parking Passes	6	3	240%	6	3	240%
24-Hour Parking Passes	1	0	0%	1	0	0%
Plaques Ordered	0	1	0%	0	1	0%
Commemorative Plaques	0	1	0%	0	1	0%
Certificates Ordered	0	0	0%	0	0	0%
Transient Traders Licenses	1	0	0%	1	0	0%
Lottery Licenses	0	0	0%	0	0	0%
Lunch Wagon Permits	0	0	0%	0	0	0%



DEPARTMENT: Economic Development

REPORT NO: D-002-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: Economic Development Monthly Staff Report

Department Activities:

Recent activities in the Economic Development Office have been focused on the following key initiatives:

- 1. Automotive Communities Partnership** – The Director of Economic Development attended the meetings of the Automotive Communities Partnership which were put on by the Centre for Automotive Research in Detroit. The meetings highlighted a number of key trends in the industry and areas that are expected to impact automotive communities in the future. In attendance at the meeting were representatives from General Motors, the Consulate General of Japan in Detroit, Secretary of Commerce for Indiana and many other experts from the industry.

Key takeaways from the meeting:

- 2015 was a record year light vehicle sales in the US
- Likely peak in US light vehicle sales in 2018 at just over 18mn units
- Investment in Canadian auto production in 2015 was \$1.5bn, a large portion of which was investment in re-tooling here in Ingersoll
- Average roll off the lot price for a US vehicle is now \$33,073 USD.
- Increase in transition from cars to trucks, approaching 60% of the new car market is trucks and SUV's including the highly successful Equinox and Terrain.
- Market conditions and sales volumes are expected to weaken from 2019

- 2. Oxford Workforce Development Partnership** - The Economic development department has been working with our partners in the OWDP to move forward on our strategic plan items and continue so support workforce recruitment and development across the county.

Our partner at the Elgin, Middlesex, Oxford Workforce Planning and Development Board, Deb Mountenay, has received approval to proceed with a Local Employment Planning Council project for this region. The initiative is intended to address identified workforce development challenges and opportunities through local consultation and piloting new initiatives in the area. We are pleased that one of our largest employers in Ingersoll, Autrans Corporation, will be representing Ingersoll manufacturing employers at the Central Planning Table.

- 3. Development** – The Director of Economic Development attended two site plan meetings in January and also met with two residential developers on future development possibilities here in Ingersoll. The Ingersoll builders group will resume meetings in February after a successful 2015 building year. Despite a reduced number of available lots available for sale in 2015, the builders group had considerable success with the rollout of their new resident's promotion. Local businesses have supported the initiative by contributing promotional items to make new home owners aware of all the great opportunities there are with life here in Ingersoll.



Image: Ingersoll Builders Group new resident gift package.

- 4. Export Seminar** - In partnership with the other economic development offices in Oxford County and the Ministry of Economic Development, Employment and Infrastructure we hosted an information seminar for businesses looking to grow their export volumes. The morning session had presentations from MEDEI, EDC and Canadian Foreign Affairs, Trade and Development to help local businesses understand the complexities and support available for businesses looking to enter or grow their export business.
Additional information is now available on www.ingersoll.ca for any other businesses that are looking for information on the resources available to assist in the export process.
- 5. Ingersoll District Chamber of Commerce** - The Director of Economic Development met with Ann Campbell of the Ingersoll Chamber of Commerce to discuss upcoming items in 2016 including Ingersoll Day at the Rogers Centre which is set for June 12th. More details to follow, but save the date and keep up to date with on facebook by liking our Ingersoll Tourism and Events page.
In addition, the Director of Economic Development will be joining the Chamber Board as a Director in 2016 to further support local business opportunities.
- 6. New Trade Show Booth Design** – the Economic Development department was focused on finalizing the new trade show design for the department to roll out in 2016. Since before 2012, the Town of Ingersoll has not had its own dedicated trade show booth and design to exhibit. The larger trade shows we have attended have been exhibited in partnership with either the SOMA or Oxford Connection groups. This new Ingersoll booth will be appropriate for smaller local events with either a tourism or economic development focus. Included below are proofs of the designs which were completed in house by Chelsea Jibb.



Image: Ingersoll Tourism Booth Design



Image: Ingersoll Economic Development Booth Design

Prepared by: Kale Brown, Director of Economic Development
Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Ingersoll Fire & Emergency Services

REPORT NO: F-02/16

COUNCIL MEETING DATE: February 8, 2016

TITLE: January Month End Report

FIRE CALLS

During the month of January the following represents the breakdown of fire responses by type:

- 3 – Assembly
- 4 – Residential
- 1 – Industrial
- 4 – Vehicles / M.V.C.
- 5 – Medical
- 15 – Carbon Monoxide
- 3 – Public Hazard
- 1 – Public Assist (Call was unfounded)

There was a \$5,000 vehicle loss during the month of January.

TRAINING

January's training was devoted to the science behind how fire moves throughout a structure and how pressure influences the movement of super heated gases. Your firefighters were also put through refresher training in firefighter survival.

The rope rescue team learned new techniques for lowering patients from an elevated position to the ground and updated their training on some of the equipment already in use.

TRAFFIC ACTIVITY

Traffic Infractions for the month are as follows:

- 58 – Fully paid totaling \$580.00
- 7 – Late Fees totaling \$35.00
- 17 – Partially paid totaling \$255.00
- 17 – Service Fees totaling \$272.00

FIRE PREVENTION INSPECTIONS

The following represents the breakdown of fire prevention inspections by building class.

- 5 – Residential
- 1 – Assembly
- 1 – Institution
- 6 – Business & Personal
- 1 – Mercantile
- 1 – Industrial

PUBLIC EDUCATION

Captain Shane Johnson conducted a public tour of the Fire Department during the month of January.

BY-LAW ENFORCEMENT

By-Law enforcement investigations are conducted upon receipt of request or complaint. The following investigations conducted this month are broken down under by-law number and the number of investigations for that bylaw:

- 3 – Regulating and Restricting Dogs – Bylaw #09-3989

There were three by-law investigations during the month of January that were resolved.

OTHER ACTIVITIES

Prepared by: John Holmes, Fire Chief/CEMC
Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Operations

REPORT NO: OP-003-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: January Operations Report

Worked on a number of Site Plans and reviewed them with the applicants. A number of coordination meetings with the consultants for the Kirwin Subdivision over the location of utilities.

Attended three Budget Meetings to review with Council and the Public the Operational and Capital Budgets.

Had a meeting of the Thames River Water Quality Committee. This Committee involves participation from all sectors of the watershed including UTRCA, First Nations, municipalities and provincial and federal agencies. The goals of the group are to look at ways to 1) reduce phosphorous spring loads in the Thames 2) reduce erosion rates along the Thames 3) no net loss of cold water habitat 4) development of a buffer of riparian habitat along the watercourse and 5) reduce bacteria in the Thames. From this we hope to develop a Thames River Water Management Plan.

Along with other staff members I attended Mapit training put on by the County of Oxford.

Attended an Ontario Public Works Association Workshop where different types of construction partnerships were presented.

Engineering Services responded to 25 requests for locates or re-locates during January. This included emergency locates.

Respectfully Submitted
Sandra Lawson, P.Eng.
Town Engineer

A. Chief Building Official and Facilities Manager

Facilities Management

No update at this time.

By-Law Enforcement

Total Complaints for 2015	96
Total # of letters sent	103
Total # closed to date, completed	66
Waiting for Compliance/Under Investigation	18
To be investigated	12

Complaint Summary

Total Complaints to Date (2016)	
Property Standards	0
Building without permit	0
Zoning	0
Parking	0
Fencing	0
Swimming Pool	0
January 2016 Complaints	
Total # of Complaints	0

Note: Numbers won't add up to total number of complaints, as one complaint may have had 2 aspects to it or we may have stumbled upon something else at time of inspection.

Under January 2016 Complaints the indented topics (weeds, trees etc) is a breakdown of what type of Property Standards complaint we have received.

Building Department

January 2016 Permits – 12 building permits for construction valued at \$438,500.00 were issued for the month of January.

- a. Total permits fees collected **\$29,843.29**
- b. Single and Multi-Unit for January– 2 single family dwellings & 0 Multi-Units (0 units)
- c. **Total Single & Multi units permits over year to date (2016);**
 - 2 Single Family Dwelling permits
 - 0 Multi-Unit permits 0 Units
- d. Total January Sewer Permits - 1
- e. January Permit Comparison Summary and Permit Reports as follows:

Permit Comparison Summary from 1/1/2016 to 1/29/2016

Category	Previous Year						Current Year					
	#	Building	Muni Dev.	Muni Levy	County	Value	#	Building	Muni Dev.	Muni Levy	County	Value
Accessory (Residential)	1	\$245.00	\$0.00	\$0.00	\$0.00	\$28,000	2	\$300.00	\$0.00	\$0.00	\$0.00	\$4,000
Commercial	1	\$440.00	\$0.00	\$0.00	\$0.00	\$50,000	2	\$2,250.00	\$0.00	\$0.00	\$0.00	\$16,500
Agricultural	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Institutional	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Industrial	1	\$440.00	\$0.00	\$0.00	\$0.00	\$50,000	1	\$21,685.91	\$0.00	\$0.00	\$0.00	\$40,000
Residential	1	\$1,591.00	\$3,422.00	\$0.00	\$14,275.00	\$230,000	7	\$5,607.38	\$6,974.00	\$0.00	\$29,208.00	\$378,000

	Previous Year	Current Year
Total Permits Issued	4	12
Total Dwelling Units Created	1	2
Total Permit Value	\$358,000.00	\$438,500.00
Total Permit Fees	\$2,716.00	\$29,843.29

TOWN OF INGERSOLL Permit Summary From 1/1/2016 to 1/29/2016

Building Code Category	Total		New Structures		Add/Reno/UseCh		Demolitions		Signs		Other	
	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#
Accessory Residential	\$4,000	2	\$4,000	2	\$0	0	\$0	0	\$0	0	\$0	0
Residential	\$378,000	7	\$337,000	3	\$33,000	3	\$8,000	1	\$0	0	\$0	0
Agricultural	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Commercial	\$16,500	2	\$0	0	\$3,500	1	\$0	0	\$13,000	1	\$0	0
Industrial	\$40,000	1	\$0	0	\$40,000	1	\$0	0	\$0	0	\$0	0
Institutional	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
TOTALS	\$438,500	12	\$341,000	5	\$76,500	5	\$8,000	1	\$13,000	1	\$0	0

Respectfully Submitted,
Shannon Vanderydt
Chief Building Official

B. Public Works Manager

MAINTENANCE

Winter Control				
Events for January	2013	2014	2015	2016
Roads	14	27	20	15
Sidewalks	12	16	17	17
Snow Loading	1	2	1	2

Equipment Repairs

- Leaf machines were torn down and repaired from the past autumns use.
- Maintenance on the plow equipment has been conducted as required.

Road Maintenance

- Potholes are being patched on a regular basis. Any new or previously repaired holes that need attention should be reported to the Works Department at 519-485-2931.

Core Benches

- Benches are being repaired and painted for spring installation.

Tree Trimming and Removal Tender

- The annual tree trim and removal tender will be awarded February 9th. The expected start date will be late February depending on the weather.

Staff Training

- Staff began online municipal fuel attendant training.

Respectfully Submitted,
Doug Wituik, Public Works Manager

Prepared by: Sandra Lawson P.Eng., Town Engineer
Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Parks & Recreation

REPORT NO: R-005-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: 2016 February Monthly Report

1. Parks & Recreation Department Upcoming Meetings & Special Events:

Oxford Trails Council Meeting

Monday, February 1, 2016 – 12 noon

County of Oxford – Administration Building

Ingersoll Recreational Trails Meeting

Tuesday, February 16, 2016 – 7:00 pm – Town Hall

Ingersoll Safe Cycling Committee Meeting

Wednesday, February 10, 2016 – 6:30 pm – Town Hall

Pirates Cove Pool Party – VPCC

Saturday, February 6, 2-016 – 6 pm to 8pm

Family Day – Monday, February 15, 2016

VPCC – Free Admission

Length Swim 12:00 noon to 1 pm

Family Swim 1:15pm to 2:30 pm

Community Swim 2:45 pm to 4 pm

Fitness Centre Open from 12 noon to 4 pm

Arena – Free Admission

Family Skate – 12:30 pm to 1:30 pm

Public Skate – 2:00 pm to 3:30 pm

2. 2016 February Additional Work Projects:

- Multi Use Recreation Centre Ad Hoc Committee – Formation of Committee;
- 2016 Parks & Recreation Rates & Fee's Council Report;

- Parks & Recreation Facility Advertising Policy and Pricing Council Report;
- Planning and coordination of Thames River/Town Wide Clean Up Day, Saturday, April 23rd, 2016, 9 am to 1:00 pm;
- Canada 150th Celebration – Coordination of activities & special events;
- Ingersoll Recreational Trails Committee – Development of 2016 Goals & Objectives, Review of Trails Master Plan;
- Safe Cycling Committee – 2016 Strategic Priorities, Bike Month – June 2016 – Planning of cycling events and the 3rd Annual Family Bike Ride;
- Planning and coordinating March Break Programs;
- Recruitment of summer part time parks and day camp staff.

3. Fusion Highlights

- The Rotary VIVO music program launched on January 20th. The program is running two days a week. Program registration is full with 15 youth participants;
- Ingersoll Pathfinders & Big Brothers & Sisters participated in Fusion programs on January 19th & 20. A total of 29 individual youth combined participated in Fusion programming;
- The Learning Strategies grade 10 class from IDCI returned to Fusion on Thursday mornings to use the kitchen for culinary classes. There were a total of 36 visits during the month of January from the IDCI grade 10 class;
- During the first week of February Fusion staff are facilitating school assemblies for grades 6-9 students. The assemblies is just one of the Recruitment strategies that Fusion staff are working on in order to hopefully increase not only youth visits;
- Fusion youth member, Bryce Middleton, taped the January Council meeting;
- With a \$10,000 donation from GM Canada new IMac's were purchased which will significantly improve the digital media programs;
- Run Ingersoll committee recruited. First meeting will take place at Fusion on January 29th
- Andrea Brown presented at the Ingersoll Kiwanis Club dinner on January 14th at which time a \$4,000 donation was presented from the 2015 Chip in Fore Kid's Golf Tournament ;
- London Lightening Night- January 18th – 38 youth participated in the basketball activities;
- Carolyn Chilton is presenting to the Ingersoll Rotary Club on January 28th on the experience of the IYAC youth attending the Ontario Student Leadership Conference;
- A consultant has been chosen for the Youth Entrepreneurship Partnership Program. SOJO will be engaging youth entrepreneurs and agencies during the month of February;
- The Ingersoll Youth Committee met on January 7th. The Youth Friendly survey went out to Community partners and feedback is due on January 29th at which time the data will be analyzed;

- Fusion was approved by United Way Oxford to submit a full funding application after volunteers reviewed the statement of interest that was submitted in December. The full application is due on February 5th, 2016.
4. Vitoria Park Community Centre is offering a “Spring Into Fitness Membership Special”. With a purchase of a new 6 or 12 month Individual or Family membership during April 15th to May 31st, 2016 members will receive a new sports bag. Students who sign up for our annual 4 Month Student Special will receive a free water bottle.

Prepared by: Bonnie Ward, Director, Parks & Recreation

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Treasury Department

REPORT NO: T-003-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: Treasury Department Monthly Report

Mayor Comiskey and Members of Council:

Department Activities and Information for the month of January 2016:

Treasury

1. The 2016 operating and capital budgets have been completed. The budgets were presented to Council and Public at the February 4th, 2016 Special Council Meeting.
2. In process of finalizing 2015 yearend financial results, preparing financial statements and FIR.
3. In process of finalizing 2015 Federal and Provincial Gas tax and other government yearend reporting.
4. Finance and Property Tax Statistics:

85	2016 Property Tax Title Changes YTD
10	Properties registered for tax sales (3 plus years in arrears, potential sale by tender in 2017)
0	Properties to be sold by tax sale in 2016
\$686,124	Property Taxes O/S January 31, 2016
\$1,625	Revenue - Treasurer Certificates, Title Changes, Other
\$6,860	Interest Earned
\$15,230	Interest on Overdue Taxes

Information Technology

1. In the process of developing a new Complaint Tracking System. This is done in collaborating with the Clerks department. IT is utilizing existing in - house programs to minimize costs and implementation efforts.
2. In the process of creating a Virtual Webserver. This will allow for low- cost web hosting. Instead of requiring a separate computer for each server, multiple virtual websevers can share one computer.
3. IT worked hard in January and successfully completed upgrades and hardening of wireless access points, undragged training laptop for Fire department, moved the Town website to a new server to enable updates to our services without affecting the County.
4. In the process of replacing IMAC computers at the Fusion center with deployment scheduled for mid-February.
5. Assisted the HR coordinator with the development of a new Standard Operating Procedure for hiring and departing employees.
6. T Department Statistics:

Closed Tickets – 92

Opened Tickets – 92

Still outstanding – 36

Websites Stats

Users – 5,914

Page Views – 21,108

Prepared by: Iryna Koval, Director of Finance, Treasurer
Approved by: William Tigert, Chief Administrative Officer

Town of Ingersoll -Zone Change Status Table

File	Owner/Applicant	Address	Purpose of Application		Application Received	Public Meeting(s)	Council Decision date	Council Decision	STATUS	Comments
			From Zone	To Zone						
ZN6-15-01	Robert Pike	51 King St East	Special Entrepreneurial Zone (EC-1)	Modified Special EC-1 Zone to allow "Catering Business" in mixed use bldg	June 1/15	July 13/15	July 13/15	Approve	Approved	Appeal Period ended Aug 3/15
ZN6-15-02	Colin Riddell	238 Victoria St	R2	Special R2 to allow addition to oversized accessory building	July 8/15	August 10/15	Aug 10/15	Approved	Approved	Appeal Period complete September 3/15
ZN6-15-03	Ingrox Ltd	50 Thames St S	CC	Temporary Use By-law for 3 years, to permit Class 2 Industrial Use	July 24/15	September 14/15	Oct 13/15	Approved	Approved	Appeal period complete Dec 8/15
ZN 6-15-04	TVDSB	210 Thames St S	IN1	R2, EC, Special EC	Sept 8/15	Oct 13/15	Oct 13/15	Approved	Approved	Appeal period complete Nov 10/15
ZN6-15-05	Jamie & Leanne Brown	40 Holcroft St	OS	OS-sp	Oct 2/15	Feb 8/16				
ZN6-15-06	Alderson/McGugan	125 Duke St	EC	EC-sp	Dec 14/15	Feb 8/16				

Town of Ingersoll - Minor Variance Status Table

File	Owner/Applicant	Address	Purpose	Application Received	Public Meeting(s)	Committee Decision	Notice of Decision	Final Notice	STATUS	Comments
A-02/15	Oxford Feed Supply Limited	360 Harris St	Reduce required front yard depth from 15 m to 13.3 m	Sept. 10/15	Oct. 13/15	Oct 14/15	Approved	Nov 2/15	Approved	Appeal period complete
A-03/15	Brenda McEwen	134 Bell St	reduce front yard from 6 m to 2.4 m & minimum distance to	Dec. 2/15	Dec. 14/15	Dec. 15/15	Approved	Jan. 4/16	Approved	Appeal period complete
A-04/15	2123432 Ontario Inc.	440 Bell St	reduce rear yard setback from 7.5 m to 5.75 m	Dec. 16/15	Feb. 8/16					Applicant needs to amend application to reflect relief that is required as per the site plan
A-01/16	McLaughlin Bros.	50 Chisholm	reduce exterior side yard and street setback	Jan. 20/16	Feb. 8/16					

Town of Ingersoll Site Plan Control Status Table

File	Owner/Applicant	Address	Purpose	Application Received	Agency Circulation	Revised Drawing Received	Decision	Agree. Register on Title	Building Permit Issued	STATUS
SPA-004/14	Universal Vedic Ashram Inc.	37 William St	Convert former Princess Elizabeth Elem. School into Long Term Care Facility (19 beds) & Place of Worship w/ Assembly Hall	June 30/14	July 29/14	Pending	Pending			Agency circulation under way; awaiting new information re SWM issues
SP 6-14-05	Coilplus Canada Inc.	18 Underwood Road	Proposed 1,858 sq m (20,000 sq ft) warehouse addition	August 19/14	Sept 4/14					Pending noise study
SP 6-15-01	Autrans Canada Inc	17 Underwood	Proposed 23416 sq ft warehouse addition.	June 4/15	June 6/15					Withdrawn for SP6-15-03
SP 6-15-02	Ingrox Limited	98 Thames St N.	Proposed mini-warehouse addition (two buildings 333.8 sq m)	July 29/15	July 31/15	Oct 30/15	Approved	Dec 9/15	Dec 10/15	Approved
SP 6-15-03	Joyce Taylor, James Moyer, Carol Moyer, 1 Columbo Inc.	11 Underwood Road	Proposed 2,063 sq. m warehouse addition	Sept 25/15	Oct 2/15	Nov 9/15	Approved	Dec 3/15	Dec 4/15	Approved
SP 6-15-04	Ontario Refrigeraton Services Inc.	450 Thomas St	Amend site plan (c. 2008) to enable expanded warehouse operation & recognize 1 new building, 1 bldg expansion & other works not prevoiusly approved	Dec 11/15	Dec 17/15					1st submission has been circulated

SP 6-15-05	2123432 Ontario Inc (Louie's)	440 Bell St	Construct a 2 storey addition (1,039 ft2)	Dec 16/15	Dec 17/15	Pending				1st submission has been reviewed and comments have been forwarded to the applicant
SP 6- 15-06	1904862 Ontario Inc. (McLaughlin)	390 Thomas St	Proposed parking lot addition	Dec 18/15	Dec 23/15					1st submission has been circulated
ISPC 06-1-1	Oxford Community Child Care	24 Raglan St	Amend site plan to install an accessible sidewalk and ramp	Dec 17/15	Dec 23/15					1st submission has been circulated
SP 6-15-03-1	Joyce Taylor, James Moyer, Carol Moyer, 1 Columbo Inc.	11 Underwood Road	Amend site plan to install a transformer	January 21/16	January 27/16					1st submission has been circulated

Town of Ingersoll Draft Plan of Subdivision Status Table

File	Owner/Applicant	Address	Purpose	Application Received	Agency Circulation	Public Meeting	County Public Meeting	County Council Decision	Draft Plan Lapsing Date	Phases (Regstn. Dates)	Status	Comments
SB 12-02-6 (ZN 6-12-02)	Schout Group Inc.	Kirwin Drive at Clark Rd East	Create 45 SFD Residential lots and 1 Open Space block (SWM)	May 9/12	May 17/12	Nov 12/12	Nov 28/12	Approved with conditions	Dec 12/15		Registered	
SB 12-03-6 (OP 12-06-6 & ZN 6-12-03)	ATSA Corporation Inc.	228 Whiting St	Create 21 SF Residential Lots & 1 Open Spcae block	June 26/12	June 28/12	Dec 10/12	Jan 9/13	Approved with conditions	Jan 23/16		Pending Final Approval	No appeals; awaiting clearance of conditions...
SB 13-01-6 (OP13-06-6 & ZN6-13-01)	ATSA Corporation Inc.	38 Glenn Ave	Create 14 SF Residential lots & 5 part lots	June 27/13	July 5/13	Oct 15/13	Oct 23/13	Approved with conditions	Oct 23/16		Pending Final Approval	Related to SB 12-03-6 (both sites to match up with roads and lots)
SB 12-03-6-1 (Amendment)	ATSA Corporation Inc.	228 Whiting St	Red line amendments to reconfigure plan to match with SB13-01-6	June 27/13	July 5/13	Oct 15/13	Oct 23/13	Approved with modified conditions	Oct 23/16		Pending Final Approval	Red Line amendments to match this site with SB 13-01-6
SB14-02-6 (ZN6-14-03)	Sifton Properties Ltd.	n/s Clarke Rd East - west of Harris St	Create 132 SF Resid. Lots, 3 TH Blocks, 2 Comm Blocks, 1 Park Block, 4 walkway blocks	Apr 11/14	Apr 17/14 and Oct 18/14	Mtg #1: Nov 10/14 Mtg #2 - May 11/15	May 27/15	Draft Plan Approved	June 10/18	Dec 21/15	Registered	
32T-87004 (amendment)	Oak Country Homes Ltd.	Fuller Dr / Walker Rd	Amend DA Conditions to allow next 2 phases to proceed w/o Walker Rd southerly extension from David St	June 5/14	June 9/14	Aug 11/14	Aug 13/14	Approves with Agreement	n/a	Oct 6/15	Registered	
CD14-03-6	Warren D. Sinclair Construction Ltd.	175 Ingesoll St North	Create Phased Condo with 41 TH units	Nov 20/14	Nov 21./14	Jan 12/15	Jan 28/15	Approved	n/a	Phase 1 Registration imminent	Pending Registration of Phase 2....	Related to Site Plan #SPA-03/13 and Minor Variance #A-01/13; Plan exempted from standard conditions due to Site Plan approval.



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-002-16

COUNCIL DATE: February 8th, 2016

TITLE: Request by Reeves to reconsider Road Allowance Disposal

OBJECTIVE: To provide information and receive direction on a request from Dr. Reeves, PhD, to reconsider the decision to maintain ownership of the unopened road allowance that borders his proposed development south of Clark Road.

BACKGROUND: In 2015 Council made the decision to maintain ownership of the unopened road allowance in question. The northerly portion of the road was to be developed as part of the residential subdivision and built into the plan. The balance of the road allowance would be kept in municipal ownership and be used as open space and provide a buffer between the residential development and the industrial uses that back on to this area from Samnah Crescent.

As per the revised plan attached Dr. Reeves would like to incorporate the unopened road allowance into his subdivision plan, whereby the road would assist in the creation of approximately 20 residential lots.

Dr. Reeves met with Staff on Thursday January 21st 2016, where the issue was discussed along with a drainage issue that affects the proposed development as well as the existing residences that are adjacent to his plan and front on Clark Road.

Staff advised Dr. Reeves that he would have to approach Council on the issue as they would have to formally meet the procedural requirements to reconsider the issue. That is essentially what his correspondence of January 22nd 2016 is requesting.

However, Staff would suggest it would be premature to declare the property as surplus at this point, but rather should Council wish to explore the possibility and discuss further they could vote to reconsider the matter and then provide direction to staff.

Staff have advised the developer that should Council decide to explore the opportunity by reconsidering the matter, a market appraisal of the lands would have to be conducted to establish a fair value for raw developable lands. The developer has asked

that should that be required he feels that the appraisal cost should be shared by both the Town and the Developer.

ANALYSIS: Council originally decided that the land would provide a valuable buffer between the existing Industrial uses on Samnah Crescent and the proposed residential development. Council is fully aware of challenges when conflicting uses are adjacent to one and other. Staff have advised that rear yard variances for the industrial uses would benefit from this additional buffer. Removing this buffer will create some significant development constraints to the vacant properties on Samnah Crescent. The setbacks from industrial to residential are significant, and the opening of the portion of the road allowance will create some challenges for 100 Samnah Crescent in particular.

If the Road allowance is sold in its entirety, the rear yard requirements for the MR zoned properties on Samnah crescent doubles to 15m from 7.5m. This would impact lots 100, 90 and 88 in reducing the overall buildable area on the lot.

Furthermore, if any portion of the road allowance is converted to an actual road, properties abutting the road require a setback in the rear yards of the MR property to increase to 30m from the centerline of the road. In this case, lots 100, 90 and 88 would suffer considerable impairment in the value of the property. Council without prejudging any future planning applications should however bear this in mind when and if rezoning or variance applications are submitted.

Map Attached

Zoning Setback Provisions Attached

A suggestion for use as a Dog Park was also expressed by a member of Council during the previous discussion. The Developer has voiced concerns about that site as he doesn't feel it would be compatible with his proposed development.

Sale of the land would provide for some unplanned revenue to the municipality. Council could reserve its final decision on whether to keep or sell the property depending on the appraised value relative to its value as a buffer and open space.

INTERDEPARTMENTAL IMPLICATIONS: As noted there are potential impacts on Economic Development and Treasury.

FINANCIAL IMPLICATIONS: The sale of the property provides for potential revenue to the municipality.

Removal of the buffer may present challenges on future building or planning applications.

The shared appraisal fees would have to be covered through CAO consulting fees budget.

RECOMMENDATION: That Council receives report numbered A-002-16 as information and provide direction to staff in the following manner.

1. Direct staff to work with the Developer on completing a qualified marked appraisal for the property as non-serviced development lands, sharing the appraisal costs with the developer on a 50/50 basis and report back to Council once determined.

Or

2. Advise the Developer that the Town of Ingersoll is not interested in selling the portion of the unopened road allowance not to be incorporated in the plan as a road, and will keep it to provide a buffer and green space between the conflicting uses of residential and industrial.

ATTACHMENTS:

1. Letter from Reeves, Dated January 22nd 2016
2. Concept Development Plan Alternative 3 - Dillon Consulting
3. Industrial Zoning Requirements

Prepared by: William J. Tigert, Chief Administrative Officer.



- Leonard Reeves Inc.
- Reeves Realty Corp.
- Reeves Land Corp.
- L.F.R. Investment Corp.

95 Young Street, Woodstock, Ontario, Canada N4S 3L6 • Telephone (519) 537-6251

January 22, 2016

Michael Graves, Clerk

Town of Ingersoll
130 Oxford Street
Ingersoll, ON
N5C 2V5

RE: CLARKE ROAD: STREET ALLOWANCE

I have your letter of December 22, 2015 relative to the unopened street allowance adjacent to my property.

The proposed residential plan of subdivision I originally submitted with my request to acquire the street allowance has been changed to incorporate part of the street allowance. (see plan attached)

I would therefore appreciate a review of Councils' initial decision and discuss -

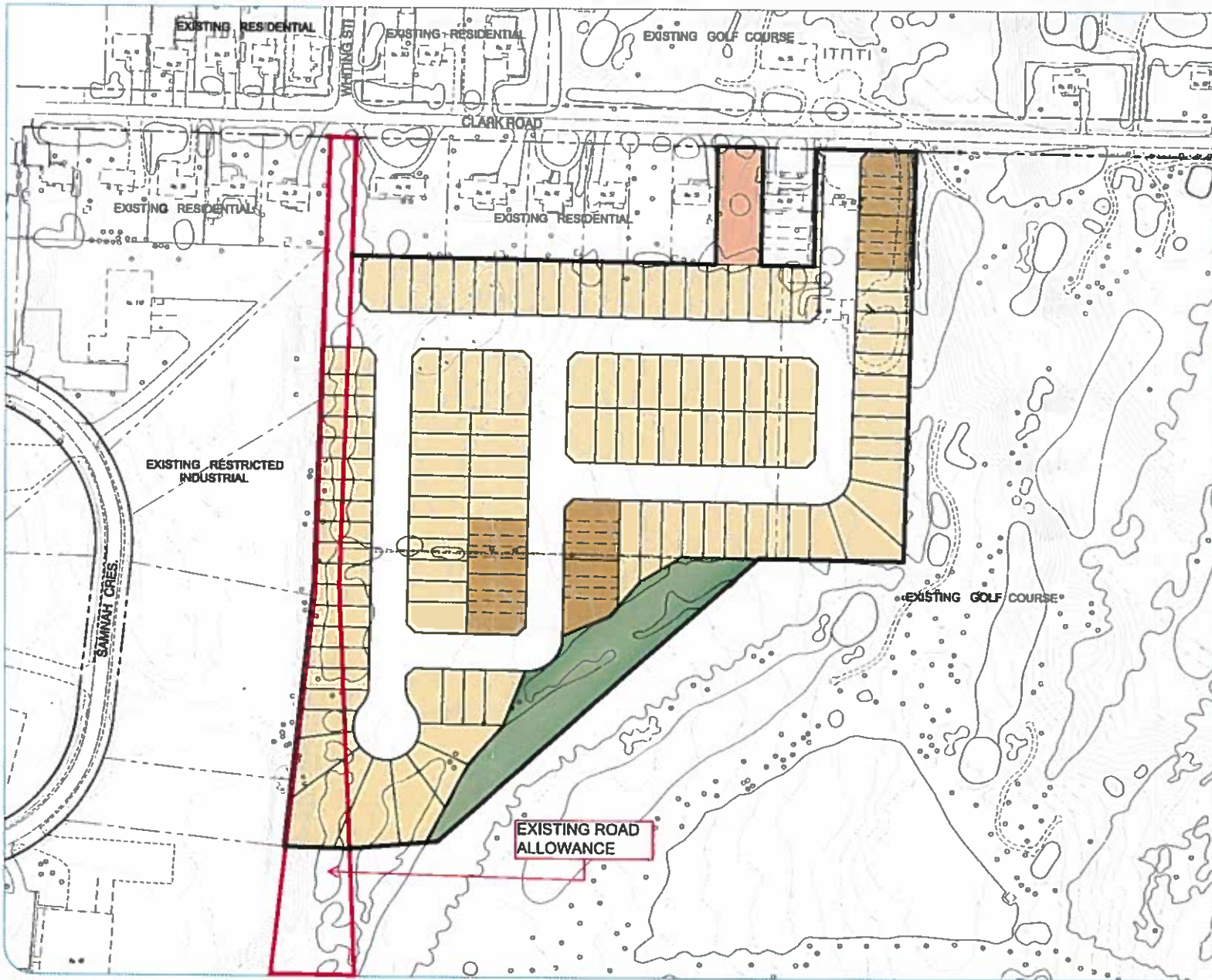
OPTION 1:

“Declare the excess property as surplus, have it appraised and market it”

May I suggest a brief meeting with staff to go over the revised plan in relation to the unopened street allowance in an attempt to convince staff and Council to re-visit its decision.

A handwritten signature in black ink, appearing to be 'L. Reeves'.

DR. LEONARD REEVES, PhD
LR/mm



REFVES LAND CORPORATION
62 CLARK ROAD, TOWN OF INGERSOLL

CONCEPT DEVELOPMENT PLAN
ALTERNATIVE 3

- SITE BOUNDARY
- R1 RESIDENTIAL - 18.0m LOTS
- R2 RESIDENTIAL - 11.5m LOTS
- R3 RESIDENTIAL - 6.0m TOWNHOUSES
- OPEN SPACE

SITE STATISTICS	UNITS	%	ha
R1 RESIDENTIAL LOTS	1	0.7	0.2
R2 RESIDENTIAL LOTS	112	81.7	4.6
R3 RESIDENTIAL BLOCKS	24	17.6	0.6
TOTAL UNITS	137	100.0	
OPEN SPACE BLOCK			0.6
TOTAL SITE AREA			8.32
UNITS PER NET HA	22.8		



CHECKED BY: H.A.
DESIGNED BY: A.M.



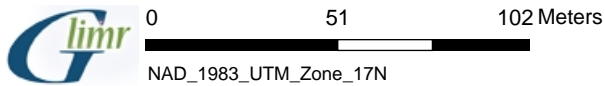
PROJECT: 15-2332
STATUS: DRAFT
DATE: 01/01/01



Legend

- Environmental Protection
- Flood Overlay
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning Floodlines
- Regulation Limit
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines

Notes



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

February 2, 2016

14.1 USES PERMITTED

No person shall within any MG Zone use any *lot* or *erect*, alter or use any *building* or *structure* for any purpose except one or more of the MG *uses* presented in Table 14.1:

TABLE 14.1: USES PERMITTED
Residential Uses:
<ul style="list-style-type: none"> • not permitted;
Non-Residential Uses:
<ul style="list-style-type: none"> • any Non-residential <i>use permitted</i> in an MR Zone; • an <i>automobile body repair shop</i>; • a cartage, express or <i>truck transportation terminal</i>; • a concrete batching or mixing plant; • a <i>contractor's shop or yard</i>; • a feed or flour mill; • a food processing plant; • a <i>fuel storage tank</i> or supply yard; • a grain elevator; • a municipal sewage treatment plant; • a <i>municipal yard</i>; • an <i>open storage use</i> of goods or materials if accessory to a <i>use permitted</i> in the MG Zone; • a planing mill or sawmill; • a public <i>use</i> in accordance with the provisions of Section 5.22; • a regulating station for petroleum products pipeline or natural gas pipeline; • a retail outlet, a business office or an <i>eating establishment accessory</i> to a <i>permitted use</i>;

(Amended by By-Law 10-4592)

December/10

14.2 ZONE PROVISIONS

No person shall within any MG Zone use any *lot* or *erect, alter* or use any *building* or *structure* except in accordance with the provisions presented in Table 14.2:

TABLE 14.2: ZONE PROVISIONS	
Zone Provision	Non-Residential Uses
Lot Area: Minimum	600 m² (6,458.5 ft ²)
Lot Frontage: Minimum	20 (65.6 ft)
Lot Depth, Minimum	30 m (98.4 ft)
Front Yard, Minimum Depth Exterior Side Yard, Minimum Width	15.0 m (49.2 ft) provided that where the lands adjoining the opposite side of that portion of the <i>street</i> abutting such <i>front yard</i> or <i>exterior side yard</i> are designated as a Residential or Development Zone, the minimum <i>front yard</i> and <i>exterior side yard</i> shall be 25.0 m (82.0 ft)
Rear Yard, Minimum Depth	7.5 m (24.6 ft) provided that where the <i>rear lot line</i> is the boundary line between a MG Zone and a Residential or Development Zone, the minimum <i>rear yard</i> shall be 20.0 m (65.6 ft)
Interior Side Yard, Minimum Width	3 m (9.8 ft) provided that where the <i>side lot line</i> is the boundary line between an MG Zone and a Residential or Development Zone, the minimum interior <i>side yard</i> shall be 15.0 m (49.2 ft)
Setback, Minimum Distance from the Centreline of an Arterial Road as shown on Schedule 'B'	27.5 m (90.2 ft)
Setback, All other streets	25.0 m (82.0 ft) provided that where the lands adjoining the opposite side of that portion of the street abutting the MG Zone are designated as a Residential or Development Zone, then the required <i>setback</i> opposite such zone is increased by the addition of 10 m (32.8 ft).
Setback, Minimum Distance from Property Boundary of Highway 401	14 m (45.9 ft)
Lot Coverage, Maximum	70% of <i>lot area</i>

TABLE 14.2: ZONE PROVISIONS	
Zone Provision	Non-Residential Uses
for all main and accessory <i>buildings</i>	
Landscaped Open Space, Minimum	5% of the <i>lot area</i>
Height of Building, Maximum	15.0 m (49.2 ft) provided that if any portion of a <i>building</i> or <i>structure</i> is <i>erected</i> above a <i>height</i> of 15 m (49.2 ft), such <i>building</i> or <i>structure</i> must be set back from the centreline of the abutting <i>street</i> or from the <i>front, side</i> or <i>rear lot line</i> , as the case may be, in addition to the minimum requirements of this By-Law, a further distance of 0.5 m (1.6 ft) for each metre by which such <i>building</i> or <i>structure</i> is <i>erected</i> above a <i>height</i> of 15 m (49.2 ft).
Property Abutting a Railway	Notwithstanding any other provisions of this By-Law to the contrary, where any <i>lot line</i> or portion thereof abuts a railway right-of-way, the minimum interior <i>side yard</i> or <i>rear yard setback</i> shall be 3.0 m (9.8 ft).
Use of Front and Exterior Side Yards	Required <i>front</i> and <i>exterior side yards</i> shall be kept open and unobstructed by any <i>structure</i> or <i>parking area for motor vehicles</i> , except for visitor <i>parking areas</i> .
Parking and Accessory Buildings, Etc.	In accordance with the provisions of Section 5.19

14.2.1 OPEN STORAGE

No storage of goods or materials is permitted outside any *building* except that the *open storage* of goods or materials may be permitted to the rear of the *main building* provided that:

- 14.2.1.1 such *open storage* is *accessory* to the *use* of the *main building* on the lot;
- 14.2.1.2 such *open storage* complies with the *yard* and *setback* requirements of this Section;

Feb. 14/11

14.3 SPECIAL PROVISIONS14.3.1 LOCATION: INGERSOLL STREET, MG-1

14.3.1.1 Notwithstanding any provisions of this By-Law, as amended, to the contrary, no *person* shall within any MG-1 Zone use any lot, or *erect, alter* or use any *building* or *structure* for any purpose except the following:

the manufacture, assembly and processing of motor vehicles and motor vehicle parts and, without limiting the generality of the foregoing, includes the stamping, fabrication, subassembly, treating, finishing, packaging, testing and *open storage* of motor vehicles and motor vehicle parts together with the warehousing, *open storage* and stockpiling of patterns, tools, dies, parts and other products, goods or materials necessary to such manufacturing, assembly and processing activity;

a foundry, machine shops, paint shops, service shops, body shops and repair shops used in connection with such manufacturing, assembly and processing activity;

leasing, selling and wholesale or retail distributing activities that are ancillary to the *uses permitted* in this section;

all *uses permitted* in Section 14.1 to this By-Law;

a *farm*;

a *single detached dwelling* if *accessory* to a *farm*; and

accessory uses, buildings and structures.

For the purposes of this By-Law, "*accessory*", when used to describe a *use, building* or *structure*, means a *use, building* or *structure* that is normally incidental or subordinate to the principal *use, building* or *structure* located on the parcel of land and, without limiting the generality of the foregoing, includes,

rail and vehicular transport facilities, *yards*, offices, stations and depots;

an electrical substation;

fuel stations;

a firehall;

incineration facilities for the combustion of waste;

a quality control test track;

elevated, surface and underground bulk storage facilities;

storm water retention ponds;

executive and administrative offices;

computer and *medical centres*;

scientific, technical, research and development facilities;

parking lots;

employee eating, training, recreation and *daycare* facilities and *private parks*, and dormitory, cooking and food service facilities for *use* by *persons* temporarily engaged in work at the site.

Feb. 14/11

14.3.2 Notwithstanding the provisions of Section 14.2 of this By-Law, no *person* shall within any MG-1 Zone use any lot, or *erect, alter* or use any *building* or *structure* except in accordance with the following provisions:

14.3.2.1 MINIMUM SETBACK FROM PROPERTY BOUNDARY

Minimum distance between any *building* or *structure* having a *gross floor area* in excess of **500 m²** (5,382.1 ft²) and any boundary of the land. **15 m** (49.2 ft)

Minimum distance between any *building* or *structure* having a *gross floor area* of **500 m²** (5,382.1 ft²) or less and any boundary of land **5 m** (16.4 ft)

There shall be no minimum distance requirement between any *building* or *structure* and any railway spur line

14.3.2.2 The minimum *setback* areas shall be kept open and unobstructed by any *structure* and *building* or *open storage* except for parking areas.

14.3.2.3 LOT COVERAGE

Maximum for all *main* and *accessory buildings* 70% of the total *lot area*

14.3.2.4 LANDSCAPED OPEN SPACE:

Minimum 5% of the total *lot area*

14.3.2.5 PARKING

Areas capable of being laid out as a *parking area* and equivalent in the aggregate to 3% of the total lands shall be reserved for employee and visitor parking and such parking shall be in addition to any areas used or reserved for the purposes of storing heavy vehicles, equipment, machinery, stock or products of the operation. In this section, "reserved for employee and visitor parking" means the setting aside of raw land suitable for parking and includes on-site entrances and exits to the *parking area*.

(Amended by By-Law 10-4592)

December/10

14.3.2.6 For the purposes of this By-Law, "*motor vehicle*" means an automobile, truck, bus, motorcycle, railway locomotive or other vehicle propelled or driven otherwise than by muscular power.

14.3.2.7 OTHER PROVISIONS

That all other provisions of this By-Law, as amended, save and except Section 5.1 and Table 14.2, that are consistent with the provisions herein contained shall continue to apply mutatis mutandis.

14.3.2 **LOCATION: INGERSOLL STREET AND UNDERWOOD ROAD, MG-2**

14.3.2.1 Notwithstanding any provisions of this By-Law to the contrary, no *person* shall within any MG-2 Zone use any lot, or *erect, alter* or use any *building* or *structure* for any purpose except the following:

all *uses permitted* in Section 14.1 to this By-Law;
an automobile dealership;
a retail combustion engine vehicle and equipment establishment.

14.3.2.2 Notwithstanding any provisions of this By-Law to the contrary, no *person* shall within any MG-2 Zone use any lot, or *erect, alter* or use any *building* or *structure* except in accordance with the following provisions:

14.3.2.2.1 That all the provisions of the MG Zone in Section 14.2 to this By-Law, as amended, shall apply, and further that all other provisions of this By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply mutatis mutandis

14.3.3 **LOCATION: INGERSOLL STREET SOUTH AND THOMAS STREET, MG-3**

14.3.3.1 Notwithstanding any provisions of this By-Law to the contrary, no *person* shall within any MG-3 Zone use any lot, or *erect, alter* or use any *building* or *structure* for any purpose except the following:

all *uses permitted* in Section 14.3.1.1 of this By-Law;
a community institution.

For the purposes of this By-Law, "Community Institution" means facilities provided by a public *use* in accordance with the provisions of Section 5.22 hereof, service agency, service club or non-profit organization for social, cultural, welfare, athletic or recreational purposes and may include such facilities as youth clubs, daycare facilities, seniors centres and playing fields.

Feb. 14/11

14.3.3.2 Notwithstanding any provisions of this By-Law to the contrary, no *person* shall within any MG-3 Zone use any lot, or *erect, alter* or use any *building* or *structure* except in accordance with the following provisions:

14.3.3.2.1 That all the provisions of the MG-3 Zone in Section 14.2 to this By-Law, as amended, shall apply, and further that all other provisions of this By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply *mutatis mutandis*.

14.3.4 **LOCATION: PART OF LOT 143, BLOCK 27, PLAN 279**
(345 KING STREET W.), MG-4

14.3.4.1 Notwithstanding any provisions of this By-Law to the contrary, no *person* shall within any MG-4 Zone use any lot, or *erect, alter* or use any *building* or *structure* for any purpose except the following:

RESIDENTIAL USES:

a converted dwelling containing 2 dwelling units.

NON-RESIDENTIAL USES:

all uses permitted in Section 14.1.
a business or professional office;

14.3.4.2 Notwithstanding any provisions of this By-Law to the contrary, no *person* shall within any MG-4 Zone use any lot, or *erect, alter* or use any *building* or *structure* except in accordance with the following provisions:

14.3.4.2.1 That all the provisions of the MG Zone in Section 14.2 to this By-Law, as amended, shall apply, and further that all other provisions of this By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply *mutatis mutandis*.

(Added by By-Law 06-4332)

Feb. 14/11



DEPARTMENT: Chief Administrative Officer

REPORT NO: A-003-16

COUNCIL DATE: February 8th 2016

TITLE: Verspeeten Cartage Ltd. Sign Request

OBJECTIVE: To seek Council's direction on a request to locate a sign on Municipal Property on a regular but intermittent basis.

BACKGROUND: Attached is a letter dated January 18th 2016 from George Randall, Corporate Operations Manager for Verspeeten Cartage Ltd. requesting permission to install a post a help wanted sign on the fence adjacent to the Storm water management area across from the Cami Plant on Ingersoll Road.

They would like to utilize a 4 foot by 6 foot advertisement banner for drivers. The sign would be up for 2 -3 week durations and down between periods when they were not looking to hire any additional drivers.

ANALYSIS: The current Municipal Town sign bylaw would not permit it. However during the budget process Council did discuss opportunities to generate revenues and discussed selling advertising space on the fences at the municipal baseball facilities.

Council may wish to consider this as a revenue opportunity.

To do so Council would either have to amend its current sign bylaw, or provide a variance to the use. It could provide the variance on this occasion while instructing staff to bring an amended bylaw back for consideration incorporating the discussion held at budget time.

The proponent would have to also first receive permission/permit from the Ministry of Transportation as this falls within their 401 corridor jurisdiction. As well since it would be on or fronting a County road, the County would have to be approached and allow for the installation pursuant to its regulations.

Although the request is a one off at this time, Council should consider establishing parameters, fees and requirements for the posting of the signs should the approval of this request trigger other requests. Council would want to be able to control what signs are placed on municipal corporate property.

INTERDEPARTMENTAL IMPLICATIONS: Depending on Council's determination the decision to grant signs could impact Parks and Recreation, Public Works and Treasury as well as Bylaw enforcement.

FINANCIAL IMPLICATIONS: As discussed during the Budget process this may provide a revenue opportunity for the Town.

RECOMMENDATION: That Council receive the report numbered A-003-16 for information and provide direction to Staff on the request.

Prepared by: William J. Tigert, Chief Administrative Officer



Mailing Address:
P.O. Box 247
Ingersoll, Ontario
N5C 3K5

274129 Wallace Line, R.R. #4
Ingersoll, Ontario N5C 3J7

Tel.: (519) 425-7881
Dispatch Fax: (519) 425-7891
Administration Fax: (519) 425-8459
www.verspeeten.com

January 18 2016

Honorable Ted Comiskey and Ingersoll Town Council,

Verspeeten Cartage Ltd has been a dynamic leader in the transportation industry for over 60 years and a local community employer since 1999. We are currently looking to grow our employment of AZ drivers in the Ingersoll terminal and believe direct advertisement is a great avenue to get the message out that we are currently hiring.

We would like to get the town's permission to utilize the fence space adjacent to the drainage area directly across from the CAMI plant on Ingersoll Road to place a 4 foot by 6 foot advertisement banner stating that Verspeeten Cartage is hiring both Ontario only and FAST border crossing drivers. The advertisement banner is portable (able to be rolled up and removed) and will state that we are offering a competitive wage package and benefits and it will also have the contact information of our recruiting department.

We would only have the advertisement posted for 2-3 weeks at a time and would take it down during times when we were not in a hiring position. We are also committed to ensuring that the securing of the banner to the fence would be over engineered for safety purposes.

I've attached a picture of the fence on town property that we would like to utilize as well for a visual understanding.

Respectfully please consider this request to utilize this part of town property for short term advertising.

Please do not hesitate to contact us for further clarification.

Kindest Regards

A handwritten signature in black ink, appearing to read 'G. Randall', written over a faint circular watermark.

George Randall

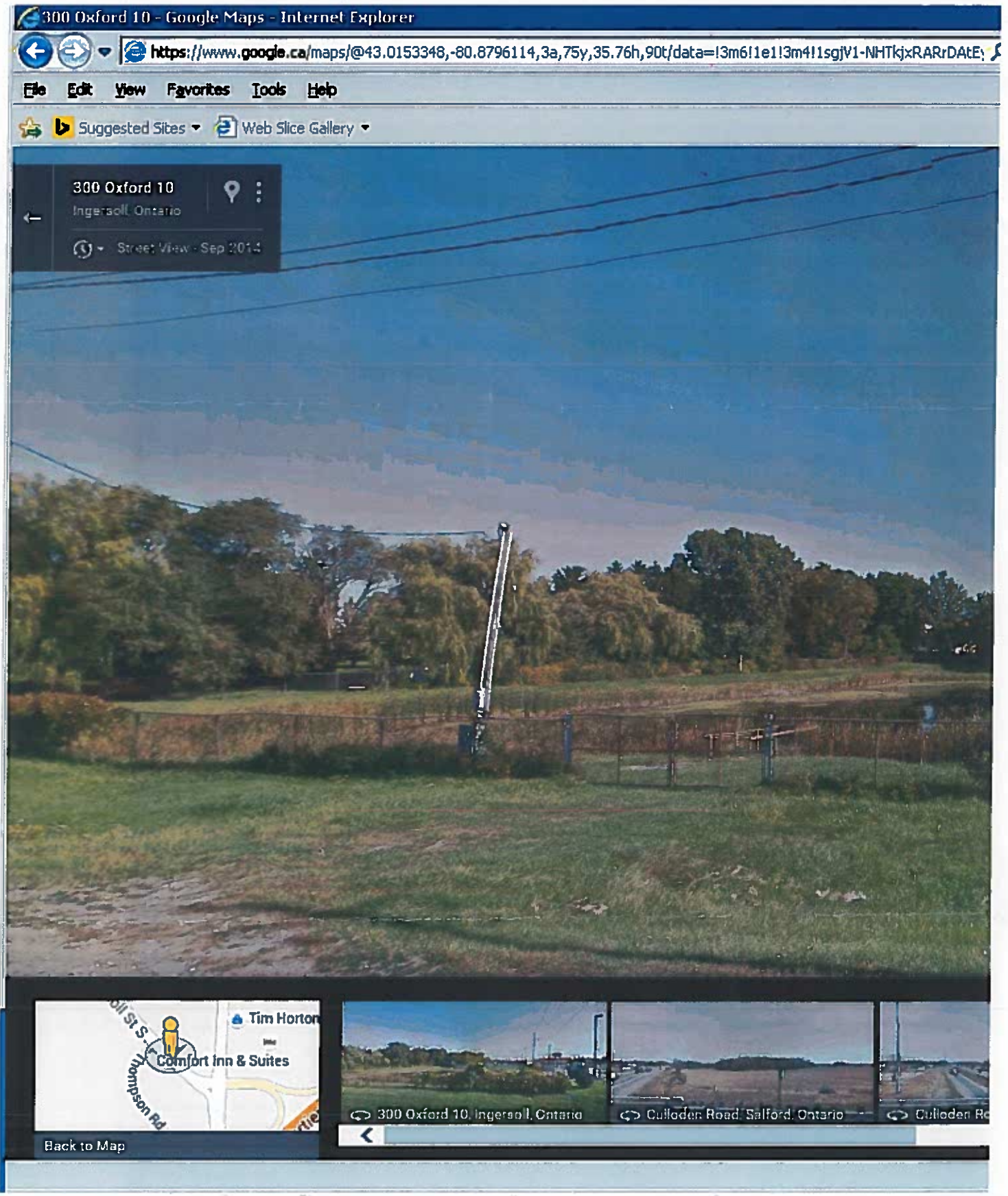
Corporate Operations Manager

Verspeeten Cartage Ltd.

Mayor's Office

JAN 22 2016

RECEIVED





DEPARTMENT: Clerk's Department

REPORT NO: C-006-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: MTO Request to Purchase a small portion of land

OBJECTIVE

To obtain authorization to proceed with the sale of a portion of our Clarke Road east property.

BACKGROUND

MTO had previously approached us about the possibility of purchasing a portion of Clark Road East for road widening. They had suggested at the time that the land in question was approximately 0.116 acres and they were offering \$75,000 per acre amounting to \$8,700. The attached sketch indicates the area they originally submitted. After further surveying MTO has advised that they require 0.173 acres and again they are offering \$75,000 per acre which comes to \$12,975. The lands required are roughly shown on the attached map. Council had directed staff to proceed with transaction when the parcel of land anticipated to be 0.116 acres.

ANALYSIS

As indicated previously this larger portion of land would still not interfere with our ability to market the remainder of the property. This will also not affect our sign as we are still planning to build it West of this location. This is; however; quite a bit larger than we originally anticipated and as such staff and our legal counsel wanted to confirm Council's acceptance to proceed with the transaction given the larger size of the parcel.

INTERDEPARTMENTAL IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

This will be a minor positive financial impact.

ATTACHMENTS

Ariel Photograph of Subject Property

Ariel Map of Subject Property

RECOMMENDATION

THAT Council of the Town of Ingersoll directs staff to proceed with a sale of 0.173 acres of our Clarke Road East parcel of land to MTO for \$12, 975.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer

Aerial Photograph of the Subject Property



Aerial Photograph of Subject Property (in Red) showing Ministry Requirement Outlined and Hatched in Blue

Witness _____ Signature _____

Date _____

Signature _____

CONCLUSION: THEREBY CERTIFY THIS IS A TRUE AND CORRECT COPY

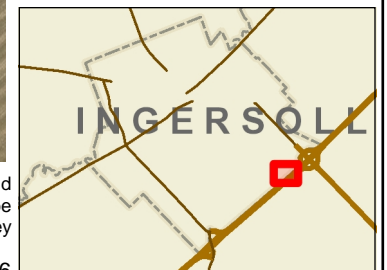
I HAVE REVIEWED THE PART OF THE RECORDS OF THE LANDS REFERENCED HEREIN AND THE PROPERTY'S HISTORY AND I AM Satisfied WITH PROPERTY MATTERS CONCERNING THIS PROPERTY AS REFLECTED WITHIN THE RECORDS OF THE LANDS REFERENCED HEREIN.



Legend

✦ Road Restriction/Closures

Notes



0 28 57 Meters



NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

January 29, 2016



DEPARTMENT: Clerk's Department

REPORT NO: C-007-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: Canada 150 Community Infrastructure Program Contribution Agreements

OBJECTIVE: To obtain Council authorization to proceed with contribution agreements under the Canada 150 Community Infrastructure Program with FedDev Ontario.

BACKGROUND

Both the Operations Department and the Museum have received funding under the Canada 150 program. The Operations Department has received up to \$35,000 for project 807859, Rehabilitation of Oxford County Library – Ingersoll Branch and the Museum has received \$5,000 for project 807914, Replacement of Ingersoll Cheese and Agricultural Museum HVAC System.

ANALYSIS

As a condition of this approval we are required to enter into a contribution agreement. The contribution agreement must be accompanied by a resolution. The resolution must include:

- The entering into a contribution agreement for funding under the Canada 150 Community Infrastructure Program with FedDev Ontario;
- The name of the project (as above);
- The funding amount approved under the program.

As such, we are hereby advising Council to pass a resolution for both projects as indicated in the recommendation portion of the report.

INTERDEPARTMENTAL IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

This will be a positive financial impact.

RECOMMENDATION

THAT Council of the Town of Ingersoll agrees to enter into a contribution agreement for funding under the Canada 150 Community Infrastructure Program with FedDev Ontario for project 807859, Rehabilitation of Oxford County Library – Ingersoll Branch for up to \$35,000.

AND

THAT Council of the Town of Ingersoll agrees to enter into a contribution agreement for funding under the Canada 150 Community Infrastructure Program with FedDev Ontario for 807914, Replacement of Ingersoll Cheese and Agricultural Museum HVAC System for up to \$5,000.

Prepared by: Michael Graves, Clerk

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Economic Development

REPORT NO: D-003-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: Economic Development Committee By-law

OBJECTIVE

To update the Economic Development Committee By-law to reflect the intentions of Council for this committee to have a rotating Chairperson.

BACKGROUND

By-law 15-4836 was passed in October 2015 but it stated that the Chair would be elected by the committee for a one year term.

ANALYSIS

The committee has requested that the Chairperson role be one that is rotated each meeting among the Council representatives on the committee.

Chair-term-expiry

An appointment as Chair shall continue until November 30 in the following year, unless revoked by the Committee in the interim.

To be replaced with:

Chair-term-expiry

An appointment as Chair shall rotate each meeting among the Mayor and the two members of Ingersoll Town Council serving on the committee.

The updated by-law to reflect this change is included in the by-laws on this agenda for your consideration.

INTERDEPARTMENTAL IMPLICATION

None

FINANCIAL IMPLICATIONS

None

ATTACHMENT

By-Law 15-4836

RECOMMENDATION

THAT the Council for the Town of Ingersoll receives Report D-003-16 as information.

Prepared by: Kale Brown, Director of Economic Development

Approved by: William Tigert, Chief Administrative Officer



**Corporation of the Town of Ingersoll
By-Law 15-4836**

A By-Law to appoint an Ingersoll Economic Development Committee (EDC)

WHEREAS it is deemed to appoint an Ingersoll Economic Development Committee;

NOW THEREFORE the Council of The Corporation of The Town of Ingersoll enacts as follows:

Article 1 ESTABLISHED

Committee – purpose

A special body to be known as the “Ingersoll Economic Development Committee” hereinafter called “The Committee” is hereby established in order that Ingersoll Town Council may direct staff on matters relating to economic development.

Committee – composition – members – qualifications

The Committee shall be composed of:

- a) Two members of Ingersoll Town Council and the Mayor for the current term;
- b) The Director of Economic Development
- c) One additional Senior Administration Staff as necessary

Appointments – effective – upon resolution – expiry

All appointments to this Committee shall become effective upon the passing of resolution of Council which provide for such appointments, and shall expire as of November 30 in the year of a Municipal Election or when a successor to such appointee has been appointed. All appointments are at the discretion of Council.

Chair-chosen-first meeting

A Chair shall be chosen from among the members at the first meeting of the Committee following the Council’s appointment at which a majority of members are present after November 30.

Chair-term-expiry

An appointment as Chair shall continue until November 30 in the following year, unless revoked by the Committee in the interim.

Chair – duties

The Chair shall:

- (a) Chair all official meetings of the Committee; and
- (b) Set the agenda in consultation with the Director of Economic Development.

Vice-Chair – duties – Chair – absent

The Vice-Chair shall assume the duties of the Chair when the latter is not available.

Quorum – minimum

A quorum shall consist of fifty percent of the members of the Committee

Article 2

RESPONSIBILITY

Presentation – to Council

The Committee shall be responsible for presenting to Council its recommendations relating to the matters set out in this Article in the form of a written report which may be accompanied by a presentation to Council.

Objectives – policy – development

The Committee shall be responsible for presenting to Council its recommendations relating to the setting of objectives and policies to be followed in connection with economic development matters.

Objectives – monitor – performance

The Committee shall be responsible for reviewing and reporting to Council on the performance against the objectives set for economic development;

Objectives – budget – strategies

The Committee shall comment on the Economic Department's annual operating business plan to ensure it coincides with the approved strategies;

Objectives – activities – consideration – as required

The Committee shall make recommendations relating to those matters pertaining to the general objectives and policies as may from time to time be referred to it for consideration by Council;

Policy matters – as required

The Committee may make recommendations relating to policy matters that may come to the attention of the Committee or provide advice on specific issues when requested by the Department.

Program – status – need – determination

The Committee shall make recommendations relating to the status of programs and their relationship to business retention, expansion and attraction;

Policy Matters – other levels of government

The Committee shall advocate on behalf of the business / industry community to Council regarding policies from all levels of government which may be seen as affecting business retention, expansion and attraction.

Members – to speak as a Committee – directly to Council

The role of the Committee is to provide advice to Council on matters identified in the by-law and matters as referred from time to time by Council. Individual members contribute to the recommendations of the Committee and are expected to respect the recommendations forwarded to Council.

Committee recommendations are to be directed to Council and not to external agencies, boards, individuals, or other authorities unless authorized to do so in writing by Council.

Individual members of the committee have a responsibility to speak through the Committee, to respect the decisions of the Committee and Council and shall not criticize the deliberations and decisions of the Council to any outside body or persons.

Article 3 STAFF – RESPONSIBILITY

Director of Economic Development – attendance – advisory capacity only

The Director of Economic Development or his/her designate shall attend all meetings in an advisory capacity only.

Secretary

The Committee shall appoint from within the Committee a member who shall cause the minutes to be recorded. The minutes shall be forwarded to the Director of Economic Development or his or her designate, for completion and distribution. The Director of Economic Development or his or her designate, shall prepare the report(s) with recommendation for submission to Council for their consideration. A copy of all minutes shall be forwarded to the Clerk's Department for records management purposes.

Article 4 GENERAL PROVISIONS

Meetings – every three months –Chair

The Committee shall meet at the time or times to be determined in advance by the Chair provided that at least one meeting shall be held within every three month calendar period.

Meetings – notice – to all members – by Chair

The Director of Economic Development shall ensure that written notice of meetings is given to all members of the Committee as far in advance of any meeting as possible and in no event shall the notice be less than forty-eight hours.

Agenda

The notice of the meeting shall include an agenda detailing the matters to be dealt with.

Meetings – interested group – organization

The Committee shall meet from time to time with groups, organizations and individuals interested or involved in economic development to determine their particular concerns in the their area of interest.

Meeting – Open – confidential matters

All meetings of the Committee shall be open to the public except when the provisions of Section 239 (2) of the Municipal Act apply to the matter or matters being discussed.

Annual report

The Committee shall have an opportunity to present an Annual Report on the activities of the Committee to Council.

Project – economic development related – attended to – as requested

The Committee shall attend to any project of an economic development nature as requested by Council

Education – community

The Committee may make recommendations regarding the education of the community on economic development issues.

Public Awareness – understanding

The Committee may make recommendations to increase public awareness and understanding of economic development issues within the Town.

Policy – procedure – established by Council – execution

Upon the establishment by Council of any change in policy as set out in this Chapter or any other by-law, the Chief Administrative Officer, and such other members of the Town administrative staff as may be prescribed or may be necessary, shall be responsible for the proper execution of those policies and procedures.

Article 5 REPEAL – ENACTMENT

By-laws – previous

All other by-laws or parts thereof inconsistent with the provisions of this Chapter are hereby repealed.

READ a first and second time in Open Council this 13th day of October, 2015.

READ a third time and passed in Open Council this 13th day of October, 2015.

Edward J. Comiskey, Mayor

Michael Graves, Clerk



DEPARTMENT: Fire

REPORT NO: F-03-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: Volunteer Fire Fighter Insurance Coverage

OBJECTIVE

To provide information to Council on Volunteer Firefighter accident coverage and the addition of employee assistance coverage.

BACKGROUND

Mental health claims are becoming more common in the workplace and it is increasingly important that as employers we take care of our employees by offering them assistance when they need it most. While anyone can feel the effects of stress or encounter a traumatic event, they don't all lead to Post Traumatic Stress Disorder or PTSD. This most often is the result of exposure to multiple traumatic events over a long period of time and studies have shown repeatedly that emergency first responders are one group that experiences higher rates of PTSD than other professions.

ANALYSIS

Currently the Volunteer Fire Fighters employed by the Town of Ingersoll are covered for accidental injury by Frank Cowan Insurance Company, but are not covered for any type of counseling which is a very important part of the road to recovery when it comes to mental illness. The need for such coverage was identified by Council and Staff and a solution was found.

One of the largest providers of insurance, education, and consulting to Emergency Service Organizations such as fire departments in North America is VFIS. A quote from VFIS was obtained and to be certain the best coverage at the best price will be provided, a direct analysis between Cowan Insurance and VFIS was conducted by the town's insurance broker. It was determined that through VFIS the Town of Ingersoll can provide the same level of coverage currently offered within a package that includes employee assistance coverage to our Volunteer Firefighters at a reduced cost. The

Town's insurance broker will make the appropriate adjustments to the coverage to make a seamless transition.

INTERDEPARTMENTAL IMPLICATIONS

The Treasury department was consulted in this process and the net benefit was discussed. No other departments are affected.

FINANCIAL IMPLICATIONS

There will be a net savings of approximately \$117/year or approximately 4% on this portion of our insurance costs.

RECOMMENDATION

That council receives report # F-03-16 as information.

ATTACHMENTS

Prepared by: John Holmes, Fire Chief

Approved by: William Tigert, Chief Administrative Officer



DEPARTMENT: Operations

REPORT NO: OP-004-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: Assumption of Underground

OBJECTIVE

For Council to assume the underground services in Kirwin Subdivision (Schout Group) and Clover Ridge North Phase II (Oak Country Homes).

BACKGROUND

Once the developer has constructed all the underground services as per the subdivision agreement, the Town and the County assume these services and maintain a maintenance security for two years. At the end of the two years any deficiencies are remedied by the developer before the release of the maintenance security.

ANALYSIS

Oak Country Homes for Clover Ridge North Phase II Subdivision have completed their obligation with regard to Underground Services in accordance with the subdivision agreement.

In the Clover Ridge North Phase II Subdivision the streets in this phase of the development are known as Walker Road.

Confirmation of the acceptance of the underground services has been received from the County of Oxford for the services to be owned by the County. Final approved "As Constructed" documents have been received by the Town. All above ground services in this subdivision are not included in the request for assumption.

Scout Group for Kirwin Subdivision has completed their obligation with regard to Underground Services in accordance with the subdivision agreement.

In the Kirwin Subdivision the streets in this phase of the development are known as Hartfield Street and Brookfield Court.

Confirmation of the acceptance of the underground services has been received from the County of Oxford for the services to be owned by the County. Final approved "As Constructed" documents have been received by the Town. All above ground services in this subdivision are not included in the request for assumption.

FINANCIAL IMPLICATIONS

The Town will assume the financial costs of the stormwater systems.

RECOMMENDATION

That report Number OP-04-16 be received as information.

And further that Council assumes the Underground Services for the Clover Ridge North Phase II Subdivision and the Kirwin Subdivision effective February 9, 2016 and that Engineering Services notify all parties involved with the subdivision agreement that the Town has assumed only the Underground Services.

Prepared by: Sandra Lawson, P.Eng., Town Engineer
Approved by: William Tigert, CAO



DEPARTMENT: Parks and Recreation

REPORT NO: R-05-16

COUNCIL MEETING DATE: February 8, 2016

TITLE: Fusion Youth Centre – Recruitment and Retention Strategy

OBJECTIVE

The objective of this report is to update Council on the 2016 Youth Recruitment and Retention Strategy for the Fusion Youth Centre.

The report also requests Council's support to send a letter out to neighbouring municipalities requesting financial support for Fusion for youth who attend Fusion from their municipality.

BACKGROUND

The Fusion Youth Centre has recognized that youth participation numbers have slightly declined over the past year and has therefore put in place a recruitment and retention strategy in order to increase levels of participation in Fusion programs.

ANALYSIS

When comparing the participation statistics for 2014 and 2015, the following observations have been made:

Observation:

- Youth visits declined by 4,073 in 2015 as compared to visits in 2014
 - There were 14,491 visits in 2015 and 18,564 in 2014
 - On average 50 youth participated per day in 2015, and 61 youth participated per day in 2014. This represents a difference of 11 youth per day participating at Fusion.
 - Skate park visits are not included in totals – the number of visits increased in 2015 by 474. (2,638 visits in 2015 and 2,164 in 2014)
 - 255 youth that don't have memberships used the skate park, which means that an additional 255 youth were served. In 2014 an additional 145 were served so there has been an increase in participation in the skate park.

- If the non-members that attended the skate park are included in the yearly totals, 61% of the potential youth population in Ingersoll are participating in Fusion programs.

Action:

- In December, 2015 youth were surveyed to see how often they participate in Fusion programs. The results showed that:
 - 28% of youth attend Fusion 1 day per week
 - 28% of youth attend Fusion 2 days per week
 - 22% of youth attend Fusion 3 days per week
 - 11% of youth attend Fusion 4 days per week
 - 9% of youth attend Fusion 5 days per week
 - 2% of youth attend Fusion 6 days per week
- As part of the retention strategy, new programs have been added based on feedback from youth, and additional times have been added for programs with high participation to encourage youth to attend Fusion on a more regular basis.
- In February, Email blasts will go out to members bi-weekly and will highlight programs and events to encourage youth to participate.

Observation:

- New memberships declined by 49 members as compared to 2014
 - During the first quarter of 2015, Fusion's new memberships were 36 youth below the first quarter of 2014. This difference impacted the overall new memberships for the year.

Action:

- Fusion has put a strategy in place to recruit new members for the first quarter of 2016.
 - As of January 25th, 20 new members have signed up, as compared to 15 new members for the same time period in 2015
 - Fusion has committed to hosting a minimum of 1 special event per month to attract youth to the centre and generate interest in becoming a member. 6 new memberships in January are attributed to the London Lightning event on January 18th
 - Fusion staff are presenting at 3 school assemblies for grades 6-8 on February 3. The 3 schools hosting the assemblies are Laurie Hawkins, Royal Roads and St. Jude's.
 - Fusion is hosting a Parent Participation night on February 18th where parents can participate in programs with their children and sign their children up for memberships. This will be advertised through local schools, the Ingersoll Connection magazine, and Village Voice
 - Fusion has been given permission to provide information to be added to monthly newsletters in the local schools. This is a good opportunity to highlight programs and special events to generate interest in attending.

Observation:

- In 2014, 37 members were age 18 which means they were not eligible to renew their memberships in 2015. In 2015, 32 members were age 18.

Action

- In December 2015 Fusion began to look at trends in age of youth members. This information will be used in the future to target specific age groups as well as to ensure we are replacing members that age out of the Centre. We can assume that we will need to replace the number of 18 year old members each year just to maintain current membership levels. Ideally we will target younger youth so that they can participate in Fusion for a longer period of time.

Observation:

- 2014 was the first year that membership renewals were implemented. In 2014 131 members renewed and in 2015 27 members renewed. Although this new system was implemented, there was not a clear process in place to enforce membership renewal.

Action:

- A process is being put in place to renew memberships in 2016. Data is being collected on the youth that need to renew each month and staff will follow up and track on a monthly basis.
- Tracking will allow Fusion staff to determine whether membership renewals create a barrier to participation

Observation:

- The census data that is available is from 2011 and although it is the most recent data available, it may not reflect the current population of youth ages 12-18 in Ingersoll.

-

Action:

- In the absence of current census data, Fusion has requested statistics from the Thames Valley School Board on the number of students attending area schools over the last 4 years to determine if there has been a decrease in our target population of youth ages 12-18. The information provided showed elementary schools had consistent numbers of students in grades 6-8 over a 4 year period, however, the number of students in high school (IDCI) has declined over that period of time by 196 students. As the majority of our target population is in high school (age 14-18) this could account in part for the decrease in new members and participation levels.
- New Census data will be available in May 2016. Fusion will analyze statistics based on current demographic data at that time.

Observation:

- Data that is tracked at Fusion is largely output based and the impact on youth is not currently being measured by program.

Action:

- Fusion will implement an outcome evaluation framework to determine outcomes beyond numbers of youth served. We will be looking at the impact on participants as another measure of Fusion's success.

Observation:

- In 2015, new Fusion members were primarily male. There were 105 males that joined as compared to 33 females. The number of females joining Fusion dropped by 48 in 2015 when compared to new members in 2014.

Action:

- As part of the survey that youth (both members and non-members were surveyed) completed in December 2015, youth identified whether they were male or female and were asked what programs they would like offered at Fusion. Based on survey results, new programs that are geared towards female interests are being offered beginning in February.
- Staff will continue to get feedback on programs that female members are interested in and ensure that programming reflects their interests

Observation:

- 25% of active members are from neighbouring municipalities. Of the 475 active members, 121 are non-Ingersoll residents:
 - City of Woodstock 46 Youth
 - South West Oxford 32 Youth
 - Zorra Township 18 Youth
 - Town of Tillsonburg 10 Youth
 - Blandford-Blenheim 6 Youth
 - Norwich Township 5 Youth
 - City of London 4 Youth

Action:

- A draft letter has been included with this report for Council to send to neighbouring municipalities to request financial support of Fusion.

INTERDEPARTMENTAL IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None – all expenses for activities related to recruitment and retention will be within the current budget.

RECOMMENDATION

THAT the Council of the Corporation of the Town of Ingersoll receives Report R-05-16 as information;

AND FURTHER THAT Council directs staff to send out the draft letter to surrounding municipalities seeking financial support for youth who attend Fusion from their municipalities.

ATTACHMENTS

1. Youth Recruitment and Retention Strategy 2016
2. Stat Report 2015
3. Draft Funding Request Letter to Surrounding Municipalities

Prepared by: Bonnie Ward, Director of Parks and Recreation
Andrea Brown, Manager of Fusion Youth Centre

Approved by: William Tigert, CAO

Youth Recruitment Strategy 2016

Recruitment /Retention Activities	Resources Needed	Partner Engagement	Timeline	Staff Lead
Assemblies at schools	<ul style="list-style-type: none"> • Video • Staff • Key messages • Parent information flyer 	Area Schools: IDCI Harrisfield P.S. St. Jude's Catholic School Laurie Hawkins P.S. Royal Roads P.S.	<ul style="list-style-type: none"> • Connect with schools – January • Present at assemblies Booked: <ul style="list-style-type: none"> • Laurie Hawkins – Feb. 3 • Royal Roads – Feb. 3 • St. Judes – Feb. 3 Still need to book: <ul style="list-style-type: none"> • IDCI (meeting with Principal on January 27 to discuss) • Harrisfield 	Craig – organize dates with schools and staff for the presentation Matt – produce a new Fusion Video
Fusion information in School Newsletters	<ul style="list-style-type: none"> • Content for Newsletters 	Area Schools	<ul style="list-style-type: none"> • Connect with schools – January • Provide content – monthly Confirmed: Royal Roads Laurie Hawkins St. Jude's	Craig - liaise with schools Matt /Craig – provide monthly content with input from Fusion staff Craig – to send information to schools prior to deadlines
Posters / Flyers	<ul style="list-style-type: none"> • Poster designed 	Area Schools Community Centres that youth or parents of youth attend (ie: Arena, VPCC)	<ul style="list-style-type: none"> • Poster designed in January, distributed on a quarterly basis or when special events are happening at Fusion 	Craig, Matt
Parent Participation Day	<ul style="list-style-type: none"> • Flyer designed 	Area Schools	<ul style="list-style-type: none"> • Planning – January 	Andrea, Craig and Tracy

Youth Recruitment Strategy 2016

	<ul style="list-style-type: none"> • Programs planned • Snacks • Membership forms 	Parents and youth	<ul style="list-style-type: none"> • Event – February 18 • School notices to go out end of January/Early February via school newsletters and flyer sent home with students • Website updated (January 20) 	
Bring a Friend week	<ul style="list-style-type: none"> • Advertisement @ Fusion • Incentive 	Fusion members	Feb. 29 – March 5	Craig
Fusion E-Blast News	<ul style="list-style-type: none"> • Email addresses for all youth • Email addresses for parents 		<ul style="list-style-type: none"> • Planning and gathering email addresses – January • Email to go out Bi-weekly • Separate email blast/messaging for parents and youth 	Craig and Matt with input from Fusion staff
Social Media	<ul style="list-style-type: none"> • Develop social media strategy 		February	Tracy, Matt, Craig, Susan, Andrea
Reach out to service groups and provide tours and/or programming	<ul style="list-style-type: none"> • Email addresses for service groups • Activities for groups to participate in when at Fusion 	Girl Guides Scouts Big Brothers Big Sisters Others	<ul style="list-style-type: none"> • Reach out to groups – January • Visits – ongoing Booked to date: Pathfinders – Jan. 19 Big Brothers Big Sisters – Jan. 20 Cubs – January 25 Girl Guides – March 7	Craig Fusion staff will provide programming
Host and advertise	<ul style="list-style-type: none"> • London Lightning 		<ul style="list-style-type: none"> • Ongoing – goal is for a 	Andrea, Craig, Tracy

Youth Recruitment Strategy 2016

<p>engaging events that draw youth to Fusion</p>	<ul style="list-style-type: none"> • Let's Talk Science • Dances • Movie Nights • competitions 		<p>minimum of one event per month</p> <p>Booked to date: London Lightning – January 18 Parent Participation Night – February 18 Valentines Day Dance – Feb 12 Master Chef competition – March 14 Computer building competition – March 15 Tubing at Boler Mountain – March 16 St. Patrick's Day Dance – March 17 Gaming tournament – March 18 Big Screen Movie Night – March 19</p>	
<p>Website interaction (ie: youth blog)</p>	<ul style="list-style-type: none"> • Youth interested in writing blog 		<p>February – explore whether Fusion youth would be interested</p>	<p>Craig, Matt, Tracy</p>
<p>Ensure Fusion is visible in the community</p>	<ul style="list-style-type: none"> • Take part in committees (Canadian index of wellbeing, youth friendly, Ingersoll Youth Committee) • Participate in community events (Halls Creek, Run Ingersoll, Santa Claus 		<ul style="list-style-type: none"> • Ongoing <p>Booked to date: Sponsoring June Bike To School week Host bike month event on June 10 Run Ingersoll – June 12</p>	<p>Andrea</p>

Youth Recruitment Strategy 2016

	Parade)			
Membership renewal	<ul style="list-style-type: none"> • Determine how many youth renew per month • Assign staff to follow up 		<ul style="list-style-type: none"> • ongoing 	Craig
Engage youth in program planning	<ul style="list-style-type: none"> • Ask youth what programs they would be interested in and what they currently participate in • Survey youth that do not attend Fusion as well 		<ul style="list-style-type: none"> • December 2015 – survey completed • January 2016 – analyze data and revise program schedule with new programs, remove programs that are not well attended • February 2016 – new schedule implemented 	Andrea, Craig, Tracy
Survey youth to find out how often they attend Fusion and what programs they participate in	<ul style="list-style-type: none"> • Ask youth how often they attend Fusion 		<ul style="list-style-type: none"> • December 2015 – survey completed • January / February – strategize on ways to get youth to attend more than 1 or 2 times per week 	Andrea, Craig

Town of Ingersoll
Parks & Recreation Department
Fusion Youth Centre – Statistical Report 2015

Report Date: January, 2016

2015 Information

Registered Members in CLASS

Total number of Registered Members between the ages of 12-18 (Jan 2006-Dec 31, 2015)

2,143 – (1,444) (67%) Resident members (699) (33%) Non Resident members

Total number of Registered Members between the ages of 12-18 (Jan 2009 – Dec 31, 2015)

1,568 individuals – (1,089) Resident members (69%) and 479 Non Resident members (31%)

Total number of Active Registered Members between the ages of 12-18 (Jan 2009-November 1, 2015)

1,061 individuals 713 Resident Members (68%) and 348 Non -resident members (32%)

2011 Census Information reports that there are 1,525 children/youth ages 10-18 that live in Ingersoll. We also know that there are 327 grade 5-6 (estimated ages 10-11) students live in Ingersoll. So based on this information we can assume that there are 1,193 youth 12-18 yrs old that live in Ingersoll.

Total number of Individual members who attended programs in 2015 (Jan 1 –Dec, 2015)

475 Youth – 354 Resident members (75 %) and 121 Non Resident members (25%)

2014 - 587 Youth

Total Number of Scanned Visits & Login Sign/ In Book

Total number of scanned passes at the Fusion Youth Centre in 2015 as of December 31

13,106 Scanned Class Youth Visits & 14,491 Login in Sign in Visits

2014 - 18,564 Login In Visits Down 4,073 Visits – Approx. 14 Youth Per Day

Skate Park Visits (7 months)

Total number of visits made to the Fusion Skate Park from April 15-Oct 31, 2015 (7 month period)

2,638 Youth Visits, total of **409 individuals** **154** of which are active members and **255** that **don't have memberships** at Fusion but used the Skate Park.

Total Active Youth in 2015 – 475 Centre Programs + 255 Skateboard Park Youth who do not have memberships = 730 Total Youth Participation – 61% of the youth population served.

Community Outreach

School Visits (Nutrition Break) Sept –December

During the months of September –December there has been a total of 421 youth visits during the Nutrition Break period.

Go Girls Program in Ingersoll schools = 36 youth visits in the program. Go Girls has run for 4 weeks a total of 9 female individuals participate in the Go Girls program.

Number of Volunteer Hours

Number of volunteer hours for 2015 – **4,652hrs** (3,450- High School and College Co-ops, 1,100 Youth Volunteer Hours and 102 Adult Volunteer Hours)

Fusion Youth Centre Monthly Program Visits made by Youth

Month	2008	2009	2010	2011	2012	2013	2014 CLASS	2014 Sign In BOOK	2015 CLASS	2015 Sign IN Book
January	1532	1681	1889	1821	1453	1501	1227	1301	1111	1320
February	1602	1601	1760	1708	1714	1360	1495	1580	1030	1116
March	1828	1808	2146	2008	1440	1999	1867	1960	1250	1383
April	2182	1739	2026	1902	1469	1801	1973	2001	1237	1382
May	1960	1866	1845	1845	1654	1667	1788	1898	1150	1254
June	1895	1747	1628	1674	1620	1916	1613	1593	1125	1262
July	1917	1424	1907	1405	1822	1766	1445	1468	1000	1188
August	1913	1422	1821	1619	1780	1726	1258	1258	1018	1150
September	2076	1875	2040	1818	1757	1872	1677	1690	1112	1234
October	1571	1782	1483	1397	1563	1332	1494	1511	1020	1115
November	1575	1799	1557	1288	1600	1759	1308	1321	1091	1112
December	1409	1525	1345	1310	996	1130	983	983	962	975
Total	21,460	20,269	22,447	19,795	18,868	19,829	18,128	18,564	13,106	14,491

Monthly New Youth Membership Stats -January – Dec 31, 2015

Month	Male	Female	Monthly Total	2014
January	13	2	15	18
February	2	1	3	25
March	16	2	18	29
April	10	0	10	7
May	8	1	9	10
June	8	3	11	14
July	11	9	20	19
August	5	1	6	10
September	11	4	15	20
October	10	2	12	13
November	6	3	9	12
December	5	5	10	11
Totals	105	33	138	187

Fusion – 2015 Number of Visits as of Dec 31

	Week 1	Week 2	Week 3	Week 4	Week 5	Total	Total Days Open Per Month	Average Daily	2014 Daily
January	310	460	279	271		1320	24	55	51
February	254	292	251	319		1116	23	48	65
March	339	331	332	284	97	1383	26	53	72
April	186	329	385	297	185	1382	24	58	71
May	115	316	296	243	284	1254	25	50	69
June	292	328	233	276	133	1262	26	48	62
July	124	228	283	303	250	1188	26	46	56
August	248	246	252	404		1150	25	46	50
September	213	249	294	305	173	1234	25	50	68
October	142	317	262	170	224	1115	23	49	68
November	276	212	306	318		1112	25	45	52
December	254	295	289	137		975	20	49	58
TOTAL	2,753	3,603	3,462	3,327	1,346	14,491	292	597	742

Daily Average
2015 - 50 2014 - 61

Monthly New Youth Membership Stats - January 2006 – Dec 31, 2015

Year	Total Number of New Members	Number of New Male Members	Number of New Female Members	Total Number of Members
2006	448	270	178	448
2007	190	97	93	638
2008	218	137	81	856
2009	212	137	75	1068
2010	221	133	78	1289
2011	175	93	82	1464
2012	187	127	60	1651
2013	146	66	80	1797
2014	187	106	81	1984
2015	138	105	*33	2241

***2015 Female Youth Members down by 48**

Fusion members individually Scanned By age (Jan 1-Dec 31, 2015)

Age	Number
12	49
13	66
14	65
15	95
16	80
17	56
18	32
Total	443

January-December 2015 Program Participation Report

Program	Total Annual Attendance	Total No. of Groups	Total Males 12 - 15	Total Males 16 - 19	Total Females 12 - 15	Total Females 16 - 19
Nutrition	554	130	229	69	178	78
Radio	95	46	27	58	10	0
Art Breaks	791	83	282	172	241	96
Open Jam	181	45	51	53	72	5
Music Lessons	519	519	222	120	104	73
Recording	209	52	32	62	43	72
Tracy's Diner	196	48	67	44	66	19
Snack Shack	113	31	45	26	24	18
Ball Hockey	132	26	96	36	0	0
Multimedia	110	28	44	27	22	17
Girls Group	44	15	0	0	39	5
Basketball	120	24	64	24	25	7
Rebuild IT	196	46	82	77	7	30
Soccer	135	30	79	26	30	0
IYAC	171	33	41	50	33	47
Guys Group	53	9	46	7	0	0
Fitness	50	12	12	10	9	19
Digital Game Development	204	43	118	44	0	42
Total	3,873	1220	1537	902	903	528

2014 Total Annual Attendance – 4,176

Dear XXX:

We are writing to you today to respectfully request your consideration for providing funding to support the ongoing costs of the Fusion Youth Activity and Technology Centre (Fusion).

The Town of Ingersoll owns and operates Fusion and is budgeted to contribute \$531,843 of the \$786,719 total Centre budget in 2016 through the tax levy.

Fusion currently has 475 active youth members, 25% of which do not live in Ingersoll. Out of the 475 youth that attend Fusion, __ youth travel from your municipality to participate in programs.

Fusion provides youth with access to activities, equipment, facilities, and professional support that engages young people where they are interested; in a safe environment, without risk, and without judgment. Whether they are engaging in activities such as sports, recreation, cooking, civic engagement, and the arts, or employing leading edge technology to develop skills in graphic design, music, and media production, youth can develop the skills they need to define their future. Our programs provide opportunities for youth to gain specific knowledge and skills, build positive relationships, develop a sense of belonging and increase self-esteem and resiliency. Fusion ensures that rural youth have increased access to education, leadership, recreation and social opportunities.

As youth members of your community benefit from attending Fusion programs, we ask that you consider this funding request as part of your 2016 budget deliberations.

Sincerely,

Ingersoll Town Council

COMMENTS:(a) Purpose of the Application:

The applicant proposes to obtain relief from the above noted provisions of the Town of Ingersoll Zoning By-law to permit the construction of a 2-storey addition with a total gross floor area of 96.6 m² (1,039.8 ft²). The proposed addition will be located on the north side of the existing building and will be used for public washrooms on the ground floor and a restaurant office on the 2nd floor. The applicant has indicated that the requested relief is required on the north side of the building to suit the existing layout of the restaurant.

For the Committee's information, the majority of the addition was constructed without the issuance of a building permit. When the construction came to the attention of building staff, the applicant was informed that to be eligible for a building permit, a minor variance application and site plan control approval would be required.

Plate 1, Existing Zoning & Location Map, shows the location of the subject lands and the zoning in the immediate vicinity.

Plate 2, Aerial Map (2010), shows the location of the subject lands and surrounding properties.

Plate 3, Applicant's Proposed Site Plan, shows the subject property and the location of the building and proposed addition.

(b) Agency Comments

The application was circulated to relevant agencies considered to have interest in the application and the following comments were received:

The Town of Ingersoll Engineer has requested that a condition be applied requiring the applicant to plant a hedgerow along the property line to provide a buffer between the addition and the abutting residential properties. Further the applicant will be required to enter into a site plan agreement with the municipality.

In addition, the Engineer has further requested that an additional condition be included to require the 2nd floor of the addition be accessible through the main building and not by an exterior staircase. Exterior access provides an opportunity for disruption to neighbouring residential properties.

(c) Intent and Purpose of the Official Plan:

The subject lands are designated 'Service Commercial' according to the Town of Ingersoll Land Use Plan, as contained in the County Official Plan. Service Commercial areas provide locations for a broad range of commercial uses that, for the most part, are not suited to locations within the Central Area because of their requirements for large lot area, access or exposure requirements or due to compatibility conflicts with residential development. Generally, Service Commercial uses cater to vehicular traffic and single purpose shopping trips where customers are typically generated from passing traffic or a wide ranging market area.

(d) Intent and Purpose of the Zoning By-law:

The property is zoned 'Highway Commercial Zone (HC)' in the Town of Ingersoll Zoning By-law. The 'HC' zone permits a range of commercial uses that includes a dwelling unit in a portion of a non-residential building, an animal kennel, automobile service station, eating establishment, hotel, motor vehicle dealership and a motor vehicle washing station.

The 'HC' zone provisions require a minimum interior side yard width of 7.5 m (24.6 ft) from the building to the interior lot line. Due to the triangular shape of the subject property, there is no rear yard; only a front yard and two interior side yards. The side yard provisions contained in the Town's Zoning By-law are generally intended to limit the extent of buildings and structures on a lot to provide adequate space for drainage, parking, access and maintenance, and act as a buffer between buildings.

(e) Desirable Development/Use:

It is the opinion of this Office that the applicant's proposal to obtain relief from the Town's Zoning By-law to permit a reduction in the required interior side yard width from 7.5 m (24.6 ft) to 4.2 m (14.1 ft) to permit an addition on the north side of the existing building can be given favourable consideration.

It is the opinion of Planning staff that the proposed relief from the required interior side yard width can be considered minor in nature as the relief is only required for a portion of the proposed addition (northwest corner) and the proposed setback will still provide adequate space for drainage, access and maintenance.

At the time of writing this report, 3 letters of objection had been received. The letters indicated concerns with respect to the height of the building and privacy. The proposed addition does not exceed the maximum height requirement for the 'HC' zone, however staff is supportive of the engineering department's recommendation to plant a row of trees along the northern lot line where the addition abuts residential properties. The hedgerow will act as a buffer between the residential and commercial uses, which will reduce noise and the visual impact of being situated behind a restaurant. If the subject application is approved, the requirement for the hedgerow will be included as a condition and will be implemented through the site plan approval process.

Further, the applicant's original proposal for the 2nd floor of the addition was to have a single access by way of an external staircase. Staff are of the opinion that having an external access to the second floor could cause noise and loss of privacy for the neighbouring residential properties. Through a discussion with the applicant, it has been indicated that the addition proposal will change and the office will only be accessible through the interior of the building. It is recommended that a condition be imposed to ensure that no external access be permitted from the 2nd floor to improve the compatibility between the commercial and residential uses.

In light of the foregoing, it is the opinion of this Office that the requested relief maintains the general intent of the Official Plan and Zoning By-law, is minor in nature and can be given favourable consideration.

RECOMMENDATION:

That the Town of Ingersoll Committee of Adjustment **approve** Application File A04-15, submitted by 2123432 Ontario Inc. for lands described as Part of Park Lots 16 & 17, Block 98, Plan 279, in the Town of Ingersoll as it relates to:

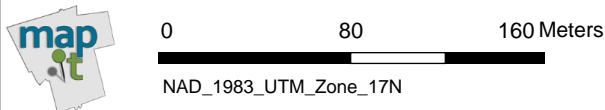
1. Relief from the provisions of **Section 12.0, Table 12.2 - Zone Provisions – Interior Side Yard, Minimum Width**, to reduce the minimum interior side yard width from 7.5 m (24.6 ft) to 4.2 m (14.1 ft) to facilitate the construction of an addition on the north side of the existing building subject to the following conditions:
 - i. The applicant will plant a hedgerow with a minimum height of 2.4 m (8 ft) along the northern lot line where the proposed addition abuts the residential uses to the satisfaction of the Town of Ingersoll;



Legend

- Environmental Protection/Flood Overlay
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning
- Floodlines/Regulation Limit
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Zoning (Displays 1:16000 to 1:500)

Notes



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey



Legend

- Parcel Lines
- Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary

Notes



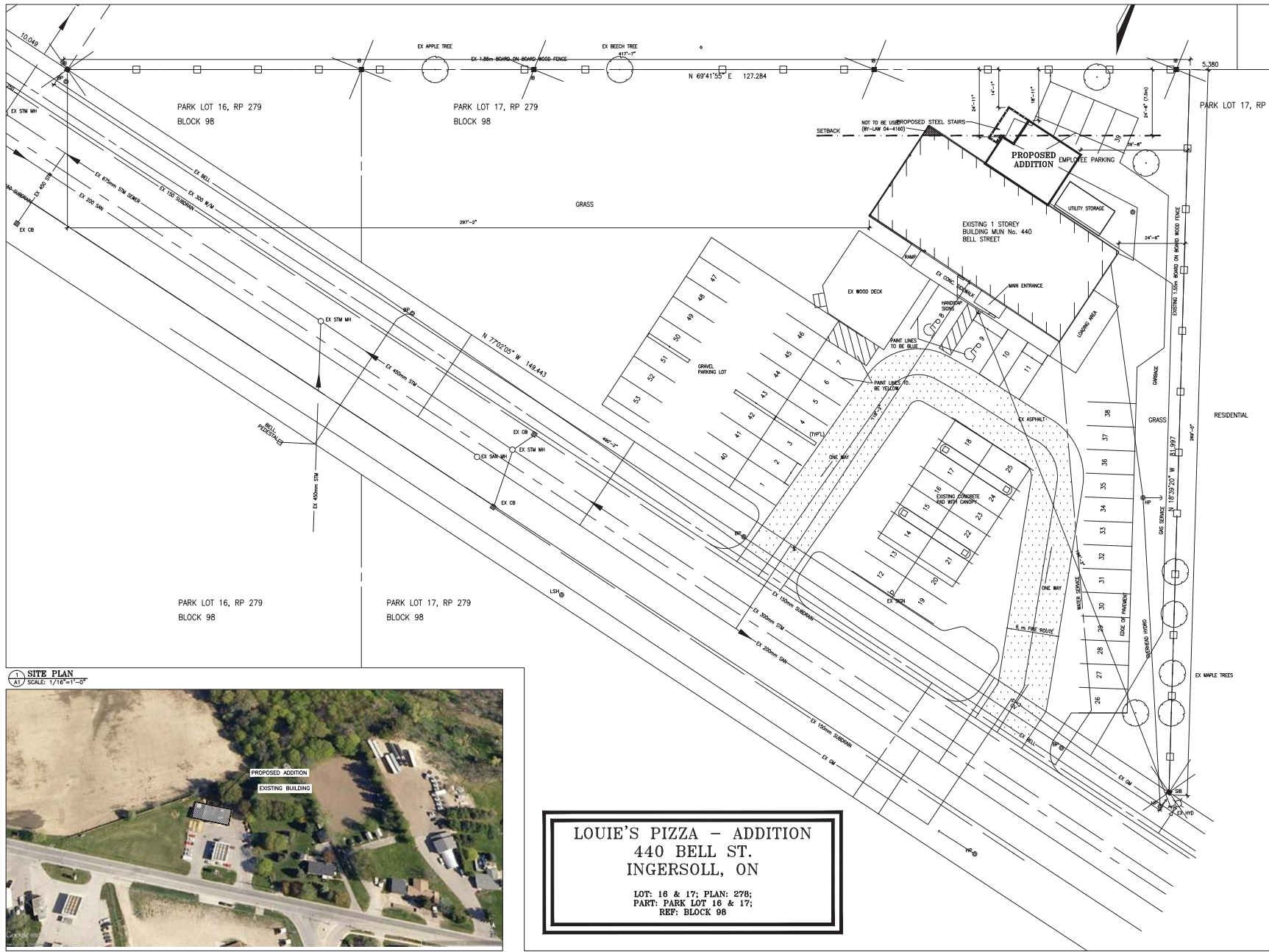
0 20 40 Meters

NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

December 18, 2015



1 SITE PLAN
SCALE: 1/16"=1'-0"



2 OVERHEAD MAP LAYOUT
SCALE: 1/32"=1'-0"

LOUIE'S PIZZA - ADDITION
440 BELL ST.
INGERSOLL, ON
 LOT: 16 & 17; PLAN: 278;
 PART: PARK LOT 16 & 17;
 REF: BLOCK 98

NO	ISSUED FOR PERMIT	15/12/21	NLA
NO	REVISIONS	DATE	BY



KEYPLAN

LOUIE'S PIZZA ADDITION
440 BELL ST. INGERSOLL, ON

SITE PLAN

DESIGN	NLA	PROJECT NO	CE-3229
DRAWN	NLA	CHECKED	BR/197
CHECKED	SGH	APPROVED	SGH
DATE	OCT 2015	SCALE	AS NOTED

Plate 3: Applicant's Proposed Site Plan
A04-15 - 2123432 Ontario Incorporated - 440 Bell Street, Ingersoll

RECEIVED

FEB 03 2016

**TOWN OF INGERSOLL
CLERK'S DEPARTMENT**

APPLICATION FOR MINOR VARIANCE

**Louie Skater
440 Bell Street**

**To:
Members of Ingersoll Town Council**

I and other Scourfield Drive residents living behind Louie's Restaurant at 440 Bell Street, are fiercely opposed to the application of Louie Skater for a property variance. This addition is not only an eyesore (especially the second storey) but negatively impacts the enjoyment of the backyards for all Scourfield Drive residents living behind Louie's. As well, there is a distinct possibility that the addition, which is nothing more than an ugly monolith, will have a negative impact on our property values in the event a resident wishes to sell.

To the best of my knowledge this addition was constructed illegally without proper permits. As well, the owner consistently ignored stop work orders. Now, after the structure is framed and closed in, the owner actually expects Council to approve the variance and allow the addition to remain. That in itself should be reason enough for council to reject the application. I do not even know if the addition, as it now stands, meets code. Also, two workmen were overheard discussing the second floor apartment. I do not believe the address is zoned for residential use.

There are two points that need to be considered by Council prior to their decision. First, if approved, it could set a dangerous precedent and send a clear message to others that one can commence a construction project without first obtaining proper permits and the end result will be nothing more than a slap-on-the-wrist.

The other issue is one of credibility. If Council not only approves this application but allows the addition to stand, it is an insult to all property owners who obey by-laws and follow the rules by obtaining proper permits, building to code and allowing inspections.

It is prudent on Council to reject this application. A clear message **MUST** be sent that by-laws and rules are in place for a reason and no business or residential owner can "thumb their noses" at the rules and construct a structure without consequences.

We not only want this variance application rejected but the structure itself demolished.

The residents of Scourfield Drive have a right to enjoy their properties without having an eyesore staring at them over the fence.

A handwritten signature in blue ink, appearing to read "Robert J. Trowell". The signature is fluid and cursive, with a large initial "R" and "T".

Robert John Trowell
31 Scourfield Drive
Ingersoll, Ontario
N5C 0A4
(519) 425-1510

From: [Andrea Hachler](#)
To: [Planning](#)
Subject: FW: Louie's addition
Date: January-31-16 8:21:15 PM
Attachments: [image1.JPG](#)
[ATT00002.txt](#)

A04-15

From: Michelle Vogels [shelly_vogels@hotmail.com]
Sent: Thursday, January 28, 2016 4:18 PM
To: Andrea Hachler
Subject: Louie's addition

Hi Andrea my name is Michelle Vogels I would like to voice concerns/issues with the addition on Louie's. I was told by someone in council this was to be directed towards you to be included in this report. As this addition was put on without any type of warning or application submitted for a permit this is first of all causes concern as I will be extremely upset as it is going to be much more difficult to take down the addition now that it's there where as if they had to apply for the permit in the first place it may never have happened. This structure has two windows that look directly in to our kitchen and bedroom. When we moved here in June we sure would not have bought a home in this town if we knew we would have this kind of intrusiveness. There is not even any type of screen that could go high enough to prevent people from looking in to our home. Yes this addition is said to be used for an office and change room but I do not think that I want a large portion of the staff at Louie's being able to see right in to our home. It honestly makes me wonder if anyone would ever buy this home for how intrusive the addition is and if we whisk ever be able to sell our home. This also will effect our home value. Yes we were aware there was a restaurant in our backyard when we bought the home, but never in a million years did we think we would have to worry about this problem. It seems unfair to me that a business that does as well as Louie's is able to ruin the Home value of regular Ingersoll residents when they could have easily planned for a lower addition on another part of the building where they have so much space to the side to build without intruding on people's privacy. As a community business I'm sure that they contribute in many ways but I'm sure that there could be some other solution without this monstrosity looking in to my home. Thank you for taking these opinions and attached is a picture from my kitchen window of how this looks from my backyard.

From: [Andrea Hachler](#)
To: [Planning](#)
Subject: FW: Louies Addition
Date: January-31-16 8:24:49 PM

A04-15

From: Jamie Vivian [jamie_vivian@msn.com]
Sent: Friday, January 29, 2016 11:23 AM
To: Andrea Hachler
Subject: Louies Addition

Hi Andrea,

I have been told that you are the person to contact if we have any issues regarding the Louie's addition at the back of their building. First off I would just like to say that I am very disappointed they were able to get as far as they have on the addition without having the proper permits to build in the first place. My concerns with them building so close to the property line is that with the height of the building it invades on our privacy drastically. The addition is so close to our property that it blocks a lot of the sun light from our back yard, which not only makes it not inviting to be outside but it prevents sun light from coming into our house that helps heat our home in the winter months. Also with how big the addition is and how close it is to our property it feels very invasive like something is standing over you constantly. With the wash rooms and locker rooms being on the lower level I am also concerned that the exhaust from those rooms will give off a bad odor. With all these concerns and other that I am sure you are getting I feel they will affect the value of the homes in the subdivision in the future. Let's be real here, who will want to buy a home with a large eye sore looking down on their home.

I know there can be a solution where they can still have their addition, and not affect the neighbouring homes behind them. They literally picked the worst spot to build it. Rather than keeping it to one level or moving it to the other side of the building where it's farther away from the property line. All I know is that it is not right or fair for Louies to get all the gain in the issue and the home owners being affected get all the loss.

Thanks for your time and I hope this helps resolving this issue.

Jamie Vivian

**RE: APPLICATION FOR VARIANCE
LOUIE'S RESTAURANT
440 BELLS STREET**

RECEIVED

FEB 05 2016

**TOWN OF INGERSOLL
CLERK'S DEPARTMENT**

TO: INGERSOLL TOWN COUNCIL

After further thought and consideration, I am willing to remove objections to the above variance application if the applicant would agree to the following:

1. Remove the second storey of the addition.
2. Shut off **completely** the exhaust/blower fans between the hours of 11:00 p.m. and 7:00 a.m. Currently, the fans run on a continuous on/off cycle 24/7 disturbing residents' sleep.

Please be aware that this is my submission only and I cannot and do not speak for other residents whose opinions of and objections to this application might be different from my own.



Robert Trowell
31 Scourfield Drive
Ingersoll, Ontario
N5C 0A4



Community and Strategic Planning

P. O. Box 1614, 21 Reeve Street
Woodstock Ontario N4S 7Y3

Phone: 519-539-9800 • Fax: 519-421-4712

Web site: www.oxfordcounty.ca

Our File: **A01-16**

APPLICATION FOR MINOR VARIANCE

TO: Town of Ingersoll Committee of Adjustment
MEETING: February 8, 2016
REPORT NUMBER: 2016-26

OWNER: McLaughlin Bros.
P.O. Box 428, Tillsonburg, N4G 4H8

AGENT: Development Engineering London Limited
41 Adelaide Street N., Unit 71, London, N6B 3P4

VARIANCE REQUESTED:

Relief from the provisions of **Section 14.0, Table 14.2 - Zone Provisions – Exterior Side Yard, Minimum Width**, to reduce the required exterior side yard width from 15 m (49.2 ft) to 7.9 m (26 ft); and

Relief from the provisions of **Section 14.0, Table 14.2 – Zone Provisions – Setback, All other streets**, to reduce the minimum setback from the street from 25 m (82 ft) to 18.9 m (62 ft) to facilitate a 2,080 m² (22,389 ft²) addition to an existing industrial building.

LOCATION:

The subject lands are described as Lots 254 & 255, Plan 717, in the Town of Ingersoll. The lands are located on the southeast corner of Thomas Street and Chisholm Drive, and are municipally known as 50 Chisholm Drive.

BACKGROUND INFORMATION:

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "I-1"	Town of Ingersoll Land Use Plan	Industrial
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TOWN OF INGERSOLL ZONING BY-LAW: General Industrial Zone (MG) & Restricted Industrial (MR)

SURROUNDING USES: surrounding uses are general industrial type uses with residential lands to the east fronting on the east side of Whiting Street.

COMMENTS:(a) Purpose of the Application:

The applicant proposes to obtain relief from the above noted provision of the Town of Ingersoll Zoning By-law to permit the construction of an addition to accommodate a new freezer pallet racking system on the front of the building. The proposed addition will be located on the north side of the building and have a gross floor area of 2,080 m² (22,389 ft²).

The applicant is proposing the addition on the north side of the building to suit the existing layout of the operation.

For the Committee's information, the subject property contains split-zoning; the west side of the property is zoned General Industrial Zone (MG) and the east side of the property is zoned Restricted Industrial Zone (MR). Since the proposed addition will be located on the west side of the property, the MG zoning provisions apply.

Plate 1, Existing Zoning & Location Map, shows the location of the subject lands and the zoning in the immediate vicinity.

Plate 2, Aerial Map (2010), shows the location of the subject lands and surrounding properties.

Plate 3, Applicant's Proposed Site Plan, shows the dimensions of the property, location of the existing building and proposed addition.

(b) Agency Comments

The application was circulated to relevant agencies considered to have interest in the application.

The Town of Ingersoll Chief Building Official has indicated no concerns with the proposal but noted that the applicant should be made aware that additional parking in the front or exterior side yard is not permitted as per the Zoning By-law for the addition on the existing building.

The Town of Ingersoll Economic Development Department and Town of Ingersoll Engineering Department indicated that they have no concerns or objections to the subject application.

(c) Intent and Purpose of the Official Plan:

The subject lands are designated 'Industrial' according to the Town of Ingersoll Land Use Plan, as contained in the County Official Plan. Industrial Areas include those lands that are designated for the full range of industrial type activity including light, medium and heavy industrial uses. Such uses may generate on and off-site effects such as traffic, noise, vibration, odours, or visual appearance.

Permitted uses include assembling, manufacturing, fabricating, processing, repair activities, environmental industries, wholesaling, storage and warehousing industries, construction industries, communication and utility industries, transportation and cartage industries, and technological service industries.

(d) Intent and Purpose of the Zoning By-law:

The property is zoned 'General Industrial Zone (MG)' in the Town of Ingersoll Zoning By-law. The MG zone permits a range of industrial uses including a concrete batching or mixing plant,

food processing plant, grain elevator, planing mill or sawmill and a retail outlet, a business office or an eating establishment accessory to a permitted use.

The side yard and street setback provisions contained in the Town's Zoning By-law are generally intended to limit the extent of buildings and structures on a lot to ensure proper sight lines along the road, provide adequate space for drainage, parking, access and maintenance, and act as a buffer between buildings.

(e) Desirable Development/Use:

It is the opinion of this Office that the applicant's proposal to obtain relief from the Town's Zoning By-law to reduce the exterior side yard width from 15 m (49.2 ft) to 7.9 m (26 ft) and the minimum setback from the street from 25 m (82 ft) to 18.9 m (62 ft) to facilitate a 2,080 m² (22,389 ft²) addition to an existing industrial building can be considered minor in nature and desirable for the development of the lands.

Staff are satisfied that the requested relief is not anticipated to have a negative effect on neighbouring properties, access, maintenance, drainage or sight lines along Thomas Street. Additionally, other industrial properties in the area appear to have similar setbacks as to what is being proposed.

With the exception of the relief requested, the proposed addition appears to meet all other relevant provisions in the MG zone with respect to lot coverage, area, frontage and depth.

In light of the foregoing, it is the opinion of this Office that the requested relief maintains the general intent of the Official Plan and Zoning By-law, is minor in nature and can be given favourable consideration.

RECOMMENDATION:

That the Town of Ingersoll Committee of Adjustment **approve** Application File A01-16, submitted by McLaughlin Bros. for lands described as Lots 254 & 255, Plan 717, in the Town of Ingersoll as it relates to:

1. Relief from the provisions of **Section 14.0, Table 14.2 - Zone Provisions – Exterior Side Yard, Minimum Width**, to reduce the required exterior side yard width from 15 m (49.2 ft) to 7.9 m (26 ft); and
2. Relief from the provisions of **Section 14.0, Table 14.2 – Zone Provisions – Setback, All other streets**, to reduce the minimum setback from 25 m (82 ft) to 18.9 m (62 ft) to facilitate a 2,080 m² (22,389 ft²) addition to an existing industrial building.

The proposed relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

The proposed relief is a minor variance from the provisions of the Town of Ingersoll Zoning By-law in that the relief is not anticipated to affect sightlines on Thomas Street;

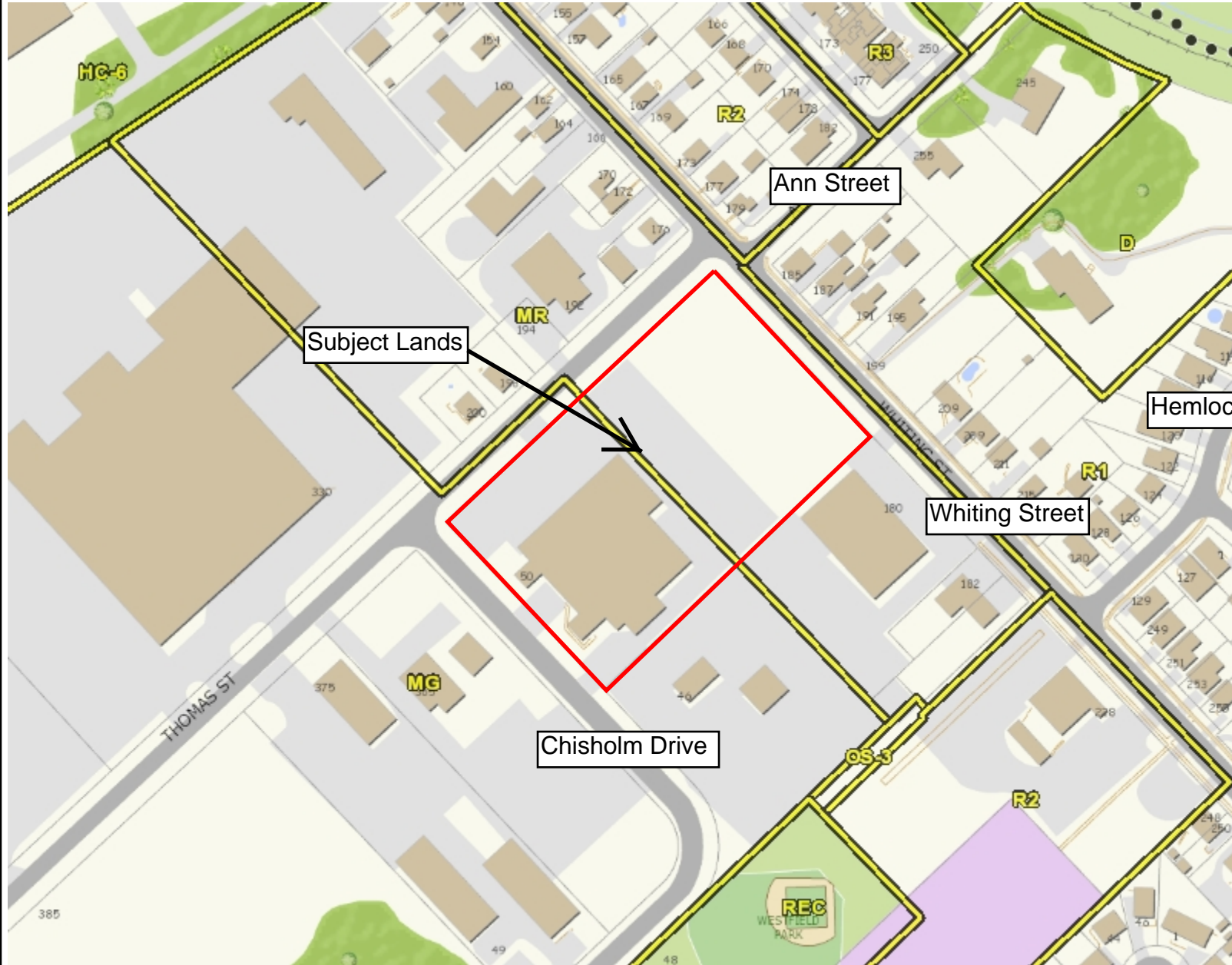
The proposed relief is desirable for the use of the land as the said relief will allow for an addition to an industrial building that is permitted by the Zoning By-law, is compatible with surrounding uses and will not negatively impact neighbouring properties;

The proposed relief maintains the general intent and purpose of the Town of Ingersoll Zoning By-law as the development generally maintains the provisions in the MG zone and is in-keeping with similar development in the immediate area; and

The relief maintains the intent and purpose of the Official Plan as the addition to the existing industrial building is a permitted form of development contemplated by the Official Plan.

Authored by: Original signed by Andrea Hächler, Development Planner

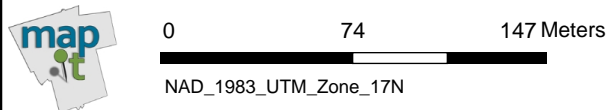
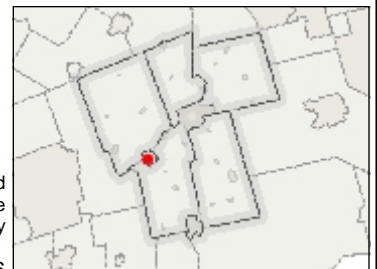
Approved by: Original signed by Eric Gilbert, MCIP, RPP, Senior Planner



Legend

- Environmental Protection/Flood Overlay
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning
- Floodlines/Regulation Limit
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Zoning (Displays 1:16000 to 1:500)

Notes



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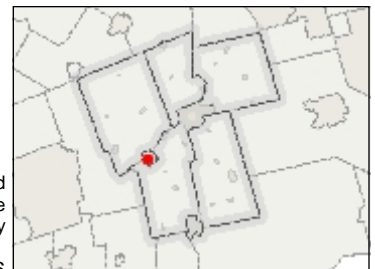
January 21, 2016



Legend

- Parcel Lines
- Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary

Notes



0 74 147 Meters

NAD_1983_UTM_Zone_17N



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

February 3, 2016

To: The Mayor and Members of the Town of Ingersoll Council

From: Andrea Hächler, Development Planner, Community and Strategic Planning

Applications for Official Plan Amendment & Zone Change OP 15-07-6; ZN 6-15-05 – Jamie & Leann Brown

REPORT HIGHLIGHTS

- An application has been received to amend the Official Plan to facilitate the development of a single-detached dwelling on a portion of the subject lands. The application also proposes to rezone a portion of the lands to recognize the development of a single-detached dwelling as a permitted use.
- The proposed area to be redesignated and rezoned for residential purposes is approximately 0.81 ha (2 ac) in area, whereas the entire property is approximately 1.8 ha (4.5 ac) in area.
- The proposed area to be developed is currently zoned 'Open Space (OS)' and the applicant is seeking to rezone this area 'Special Residential Type 1 Zone (R1-Special)' to permit a single-detached dwelling.

DISCUSSION

BACKGROUND

APPLICANT: Jamie & Leann Brown
23 Cedar Street, Ingersoll ON, N5L 4B2

LOCATION:

The subject lands are described as Lots 6, 6A, 7, 7A, 8, 8A, Plan 279. The lands are located on the north side of Holcroft Street West between Wonham Street South and Thames Street South, and are municipally known as 40 Holcroft Street West in the Town of Ingersoll.

COUNTY OF OXFORD OFFICIAL PLAN:

Existing: Schedule 'I-1' Township of Ingersoll Land Use Plan
- 'Open Space'

Proposed: Schedule 'I-1' Town of Ingersoll Land Use Plan
- 'Open Space' with a specific development policy to permit the construction of a single detached dwelling on the subject lands

TOWN OF INGERSOLL ZONING BY-LAW 04-4160:

Existing Zoning: Open Space Zone (OS)

Proposed Zoning: Open Space Zone (OS) & Special Residential Type 1 Zone (R1-Special)

PROPOSAL:

An application has been received to amend the Official Plan to permit a single-detached dwelling and existing accessory structure on the subject lands. The subject lands have a total lot area of 1.8 ha (4.5 ac), contain a Provincially Significant wetland and a watercourse identified as Whiting Creek. The applicant is proposing to construct the dwelling on the northeastern side of the property with the remaining area to be maintained as vegetated open space. The site also contains an existing accessory structure that, according to County records was originally constructed in 1940 and has since been renovated on two separate occasions.

The applicant has also requested an amendment to the Town of Ingersoll Zoning By-law to rezone a portion of the lands from 'Open Space Zone (OS)' to 'Special Residential Type 1 Zone (R1-sp)' to permit a single detached dwelling on the subject lands. If the applicant's request is considered for approval, it is the opinion of staff that a 'Special Open Space Zone (OS-4)' would be more appropriate for the lands as it would be more in keeping with the Open Space policies contained in the Official Plan. A 'Special Open Space Zone (OS-4)' would allow for the full range of open space uses as well as a single-detached dwelling and accessory structure. Planning staff are of the opinion that although the zoning may be different from what the applicant has requested, the intent of the application remains the same and therefore further circulation is not required.

Plate 1, Existing Zoning and Location Map, indicates the location of the subject property and the existing zoning in the immediate vicinity.

Plate 2, 2010 Aerial Photography, shows the location of the existing accessory structure and natural features on the subject property and development in the surrounding area.

Plate 3, Applicant's Sketch, shows the existing wetland and watercourse in addition to the 15 m and 30 m offset from waterline.

Application Review

PROVINCIAL POLICY STATEMENT

The policies of Section 1.1 state that healthy, liveable and safe communities are sustained by accommodating an appropriate range and mix of residential uses to meet long-term needs. Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 20 years. Within settlement areas, sufficient land shall be made available through intensification and redevelopment.

Section 1.1.3 states that settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted. Land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land, resources, infrastructure and public service facilities.

Section 1.1.3.3 further states that planning authorities shall identify appropriate locations and promote opportunities for intensification and redevelopment where it can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.

Section 1.4.3 directs that planning authorities shall provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

- establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households;
- permitting and facilitating all forms of residential intensification and redevelopment and all forms of housing required to meet the social, health and well-being requirements of current and future residents;
- directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available;
- promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities and support the use of active transportation; and
- establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

Section 1.6.6.2 also states that intensification and redevelopment within settlement areas on existing municipal sewage and water services should be promoted, wherever feasible.

Section 2.1 directs planning authorities to protect natural features and areas for the long term. Furthermore, Section 2.1.8 does not permit development or site alteration on lands adjacent to significant wetlands unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

OFFICIAL PLAN

The subject lands are located within the 'Open Space' designation according to the County Official Plan. The Open Space designation applies to a number of areas including Regulatory Flood Plain Areas, Floodways where Two Zone Flood Plain policies apply, Conservation Authority lands and other public lands, Earth Science Areas of Natural and Scientific Interest, and parks, pathways, recreation areas and stormwater management facilities. The subject lands contain 'Flood Plain' and 'Erosion Hazard Lands' in addition to a Provincially Significant Wetland.

Permitted Uses in Open Space Areas within a settlement area include active and passive recreational uses such as hiking/cycling, parks, conservation areas, enjoyment of the environment in its natural state, and structures that are accessory or ancillary to the Open Space use, such as accessory residences, golf course structures, swimming pool or structures that are integral to the recreational use of the land.

The Official Plan further directs that where site alteration, development or a change in the use of the land is being proposed within an Open Space area, an Environmental Impact Study (EIS) may be required to demonstrate that the proposed development or use will not result in a negative impact.

In addition to the above-noted policies, the following criteria shall be satisfied prior to recommending the approval of development or site alteration within the Open Space designation:

- only proposals stating a specific use will be considered and the land area proposed for the development will be considered with the needs of the proposed use;
- satisfactory mitigation measures shall be identified to protect the identified natural hazards associated with the subject property from the proposed development;
- satisfactory mitigation, enhancement, and remediation measures shall be identified and may include vegetated buffers or strips, retention of areas with existing native vegetation and creation of naturalized stream corridors to achieve protection and improvement of ecological features and/or functions;
- the area covered by structures shall be minimized and parking areas shall not be paved. Such facilities shall be set back from the edge of streams and located away from sites of natural vegetation;
- proposed grading and drainage plans shall maintain existing surface water flows to areas of natural vegetation.

The subject lands contain a Provincially Significant Wetland, which has been identified according by evaluation methodology adopted by the Province of Ontario. The Ministry of Natural Resources is responsible for the evaluation and identification of significant wetlands. The Ministry is also responsible for determining the boundaries of significant wetlands and wetland complexes.

Adjacent lands shall be defined as those lands within 120 m (394 ft) of a significant wetland area. Development or site alteration may be permitted on lands adjacent to significant wetlands provided that an EIS is prepared in accordance with the policies of the Official Plan. Among other requirements, the EIS for lands adjacent to a significant wetland will examine the merits of the proposed development to ensure that such development will not result in any of the following:

- loss of wetland functions both hydrological and ecological;
- subsequent demand for future development which will negatively impact on existing wetland functions; and
- loss of contiguous wetland area.

With regard to development in close proximity to the railway transportation corridor owned by Canadian Pacific Railways, the policies of Section 3.3.3.1 – Noise, Vibration and Safety apply where infilling residential development is proposed near rail yards. In such cases, the minimum separation distances can be reduced provided that a feasibility assessment is undertaken and appropriate attenuation measures are implemented in accordance with provincial guidelines. However, the requirement for a feasibility assessment may be waived if the proposal involves an existing lot of record provided that:

- the proposed development is no closer to the zoned and designated industrial lands or facilities than existing sensitive land uses in the immediate area;

- existing industrial uses and railway authorities within the prescribed minimum separation distances are notified of the proposed development and have been provided with the opportunity to comment; and
- the composition and nature of the industrial land uses within the minimum separation distances are relatively stable and/or there is evidence that these areas are undergoing transition to the other more compatible uses.

ZONING BY-LAW

The subject lands are currently located within the 'Open Space Zone (OS)' according to the Town's Zoning By-law. The 'OS' zone permits such uses as a conservation project, flood control works, picnic area, passive use park and a public use. The proposed site specific zoning will continue to permit the existing uses in the 'OS' zone in addition to a single-detached dwelling and the existing accessory structure.

AGENCY COMMENTS

This application has been reviewed by a number of public agencies. The following comments were received:

The Town of Ingersoll Engineering Department has indicated that a grading plan accompanied by the Building Permit application must identify how the storm water will be managed and where it will outlet to. The applicant will also require a Road Allowance Excavation Permit for any work on the Town's right-of-way.

The County of Oxford Public Works Department has indicated that water servicing is available on Holcroft Street and applicable fees will be required prior to connection. Additionally, there are no sanitary sewers along this portion of Holcroft Street. As such, a sanitary grinder pump and low pressure sewer (LPS) forcemain will be required to provide sewage servicing due to topographical grading at this property. The closest potential connection point to outlet the grinder pump and LPS is at the intersection of Thames Street South and Holcroft Street. Further, all servicing work done on the public right-of-way is to be inspected by either Town of Ingersoll or Oxford County Public Works staff. Prior to the issuance of building permits, all financial requirements with the County of Oxford regarding water and wastewater services must be complied with.

The Upper Thames River Conservation Authority (UTRCA) advised that in accordance with UTRCA policy, County of Oxford policy and the policies contained in the PPS, the applicant provided an Environmental Impact Study (EIS). The scoped EIS and revised wetland boundary of the property were reviewed and accepted by UTRCA staff and the Ministry of Natural Resources and Forestry (MNRF). The applicant has provided mapping that identifies a 30 m offset from the waterline and erosion hazards where development will be prohibited, which the UTRCA is satisfied with.

With respect to flooding, the UTRCA indicated that development may be permitted on flood fringe lands subject to meeting the UTRCA's requirements including floodproofing, parking and access.

It was further noted that any development or site alteration that occurs within the UTRCA regulations limit will require a permit.

The Town of Ingersoll Building Department, Canada Post, Ontario Provincial Police, and the Canadian Pacific Railway stated that they have no objections regarding the application.

PUBLIC CONSULTATION

Notice of the applications for official plan amendment and zone change were circulated to the public and surrounding property owners on November 19th, 2015 and January 19th, 2016. As of the date of this report, one letter in support of the applications was received. For Council's information, the letter has been attached to this report (CASPO 2016-13).

Planning Analysis

The purpose of the application for an Official Plan Amendment is to facilitate the development of a single-detached dwelling and to recognize the existing accessory structure.

The subject property is located within an area affected by the UTRCA's regulation limit, which is subject to flooding and erosion. Additionally, a portion of the site has been identified through the Ministry of Natural Resources & Forestry mapping as being Provincially Significant Wetland. As previously indicated, a scoped Environmental Impact Study was undertaken by the applicant, which demonstrated that there will be no negative impact on the hydrological and ecological function of the identified wetland. Further, the applicant provided the UTRCA with mapping, identifying a 30 m offset from the waterline which allows the remaining lands to accommodate the proposed development without being affected by the flooding or erosion hazards on the subject lands.

The Planning office is of the opinion that the proposed application is consistent with the policies of the 2014 PPS as the proposal is a form of infill development and is also considered to be an appropriate use of existing municipal infrastructure within a settlement.

It is also the opinion of staff that the proposed development is consistent with the intent of the Official Plan as the proposal allows for the use of lands for residential purposes that are currently underutilized and are an efficient use of existing municipal infrastructure. The scoped EIS has indicated that development may occur on a portion of the subject lands which will not be affected by the flooding or erosion hazards and will not interfere with the Provincially Significant wetland. Further, the proposed development of the lands is considered to be compatible with the surrounding residential uses and is not anticipated to have a negative impact on neighbouring properties.

The intent of this proposal is that a site specific policy be approved to allow for development on only a portion of the subject lands and the remaining lands that have been identified by the UTRCA as being affected by flooding and erosion hazards as well as being the location of a significant wetland will remain protected. The subject property is entirely located within the UTRCA regulation limits and therefore a permit from the UTRCA is required for any site alteration or development.

With respect to the proximity of the proposed development to the CP Railway line, the requirement for a feasibility assessment may be waived if the proposal involves an existing lot of record and provided that the development is no closer to the railway than existing nearby development. CP Rail was circulated with respect to this application and indicated that they had no objection to the proposed development. Although the proposed development will be within close proximity of the rail line, staff is satisfied that the existing wetland and 30 m setback will act as a buffer between the proposed dwelling and the railway line.

With respect to the proposed zoning of the subject lands, Staff recommends that the lands be rezoned 'Special Open Space Zone (OS-4)' to permit a single-detached dwelling and accessory structure in addition to the existing list of permitted uses.

In light of the foregoing, Planning staff is satisfied that the proposed Official Plan Amendment and Zone Change are consistent with the policies of the PPS, meet the general intent of the Official Plan and can be given favourable consideration.

It is recommended that the Council of the Town of Ingersoll recommend approval for the proposed Official Plan Amendment and approve the proposed Zoning Amendment in principle. If the Official Plan Amendment is approved by County Council, an amending Zoning By-law will be brought to the next Council meeting.

RECOMMENDATIONS

1. **THAT the Council of the Town of Ingersoll advise the County that the Town supports the application to amend the Oxford County Official Plan (File No. OP15-07-6) to permit the construction of a single-detached dwelling, as submitted by Jamie and Leann Brown for lands located described as Lots 6, 6A, 7, 7A, 8, 8A, Plan 279, Ingersoll; and,**

2. **THAT the Council of the Town of Ingersoll approve in principle the application of Jamie and Leann Brown for lands located described as Lots 6, 6A, 7, 7A, 8, 8A, Registered Plan 279, Ingersoll to rezone the lands from 'Open Space Zone (OS)' to 'Special Open Space Zone (OS-4)' to permit a single-detached dwelling and accessory structure.**

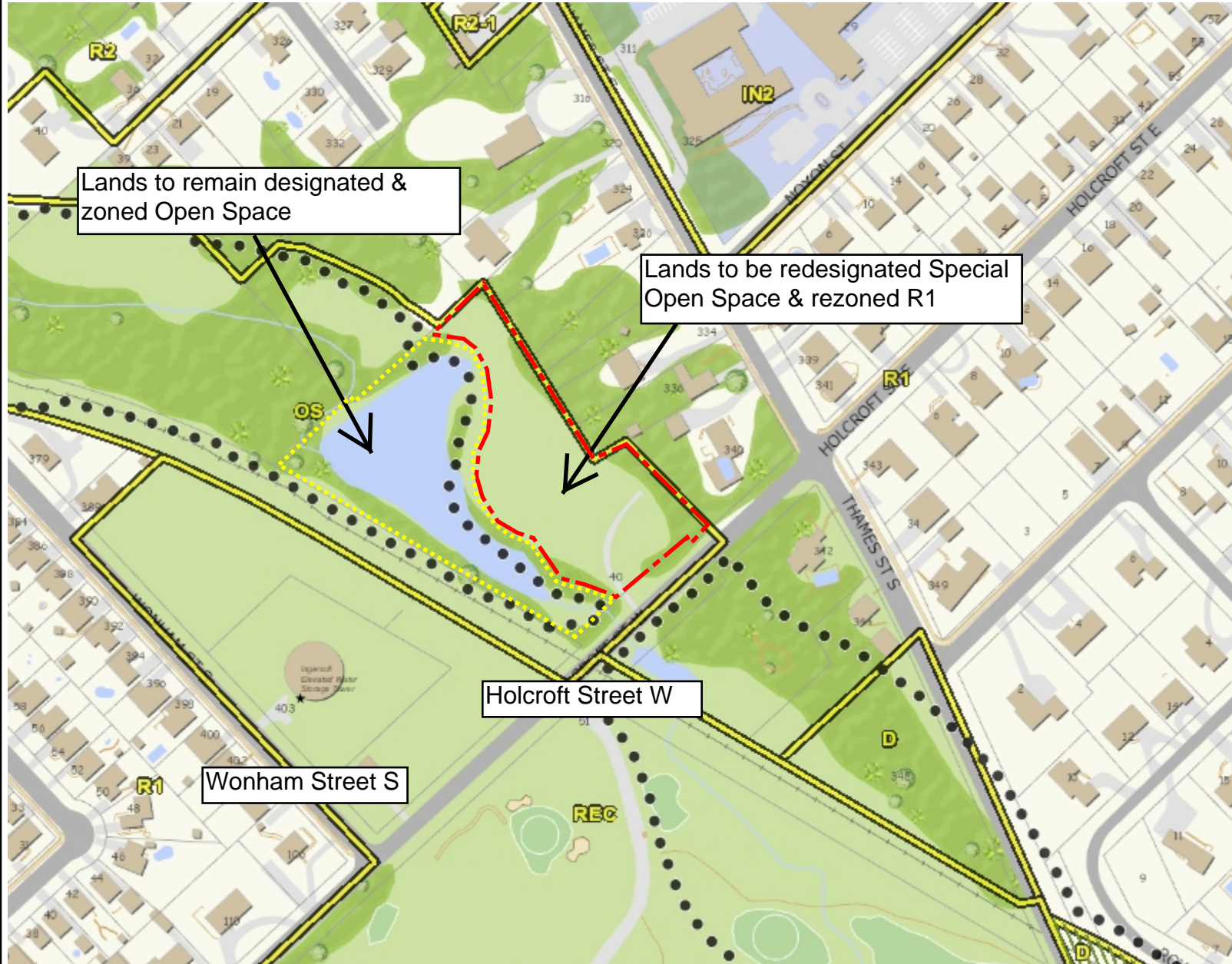
SIGNATURES

Authored by: Original signed by

Andrea Hächler, Development Planner

Approved for submission: Original signed by

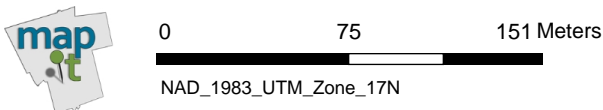
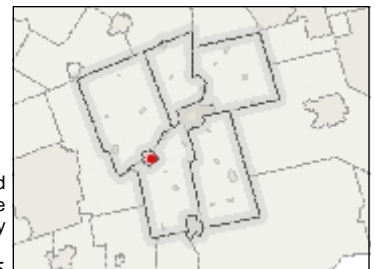
Gordon K. Hough, RPP, Director



Legend

- Environmental Protection/Flood Overlay
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning
 - Zoning (Displays 1:16000 to 1:500)
- Floodlines/Regulation Limit
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines

Notes



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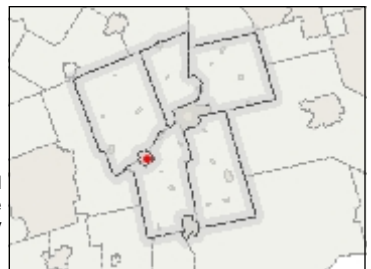
November 17, 2015



Legend

- Parcel Lines**
- Property Boundary
 - - - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary

Notes



0 38 75 Meters

NAD_1983_UTM_Zone_17N



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November 17, 2015

1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to implement a site-specific policy in the Official Plan that will permit the construction of a single-detached dwelling and to recognize an existing accessory structure on the subject lands.

2.0 LOCATION OF LANDS AFFECTED

This amendment applies to lands located in the Town of Ingersoll and may be legally described as Lots 6, 6A, 7, 7A, 8 & 8A, Plan 279. The lands are located on the north side of Holcroft Street West between Wonham Street South and Thames Street South, and are municipally known as 40 Holcroft Street West

3.0 BASIS FOR THE AMENDMENT

The subject lands comprise lands currently designated as Open Space according to the Land Use Plan for the Town of Ingersoll as contained in the County Official Plan. This text-only, site specific amendment adds one (1) new use, being a single-detached dwelling and accessory structure as a permitted use on the subject lands. No further changes are being proposed.

The subject lands have been identified as lands that are subject to flooding and erosion hazards in addition to containing a Provincially Significant Wetland. The Upper Thames River Conservation Authority (UTRCA) and the Ministry of Natural Resources & Forestry reviewed an Environmental Impact Study submitted by the applicant which concluded that development of a portion of the subject lands will not negatively impact the wetland. Further, UTRCA reviewed mapping provided by the applicant that identified the wetland and provided a 30 m offset from the waterline and erosion hazards lands. UTRCA staff are satisfied with the provided mapping and agree that a dwelling may be constructed outside of the 'offset'.

The proposed development is consistent with the intent of the Official Plan as the proposal allows for the use of lands for residential purposes that are currently underutilized and are an efficient use of existing municipal infrastructure. The scoped EIS has indicated that development may occur on a portion of the subject lands which will not be affected by the flooding or erosion hazards and will not interfere with the Provincially Significant wetland. Further, the proposed development of the lands is considered to be compatible with the surrounding residential uses and is not anticipated to have a negative impact on neighbouring properties.

4.0 DETAILS OF THE AMENDMENT

4.1 That Section 3.2.5 – *Open Space Area*, as amended, is hereby further amended by adding the following specific development policy at the end of the Section 3.2.5.3 – *Special Policy Areas*:

“3.2.5.3.4 Lots 6, 6A, 7, 7A, 8 & 8A, Plan 279, Town of Ingersoll

Location The lands to which this subsection applies are described as Lots 6, 6A, 7, 7A, 8 & 8A, Plan 279, in the Town of Ingersoll. The lands are located at the north side of Holcroft Street West, between Thames Street South and Wonham Street South and comprises 1.8 ha (4.5 ac) of area.

Policies Notwithstanding Section 3.2.5.1 or any other relevant policies of the Official Plan the following uses will be permitted:

- a single detached dwelling; and
- uses accessory and/or ancillary to the above.

5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.

From: [Jack Smit](#)
To: [Planning](#)
Subject: File OP 15-07-6 & ZN 6-15-05
Date: November-26-15 11:46:18 AM

Dear Ms. Hachler,

While I realize there is no requirement for my response to your letter of the 19th of November 2015, I do wish to express my support of the foregoing application. My residence is adjacent to this property and I have been a resident here for 12 years. During this period I have been witness to the absolute destruction of this property which outside of certain complaints which were lobbied by several area residents was in large part ignored by the very agencies which should have properly monitored and controlled this property. Lets however put this behind us and recognize the elimination of a cancer and move forward but also bear in mind that the very residents who complained of the foregoing will be adamantly opposed to this application as well, as they simply have an inner requirement to complain or be opposed to something. They don't necessarily recognize what is good.

Jamie and Leann do indeed have a vision for this property and will develop it to its full potential. I hope they are not discouraged as the entire county would do well to have more activity taking place like this on existing and developing properties.

They definitely have my full support and I look forward to seeing the evolution of what has been a simple eye sore for decades.

Kindest regards,

J. Smit

Jacob (Jack) Smit
t. 519.485.7034 m. 519.872.8013 e. jack.smit@rogers.com
340 Thames Street South, Ingersoll, Ontario, Canada N5C 2V1

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Sent from my iPad



To: Mayor and Members of the Town of Ingersoll Council

From: Andrea Hächler, Development Planner,
Community and Strategic Planning

Application for Zone Change ZN 6-15-06 – William Alderson & Colin McGugan

REPORT HIGHLIGHTS

- The application seeks to rezone the subject lands from ‘Entrepreneurial Zone (EC)’ to amended ‘Special Entrepreneurial Zone (EC-8)’ to permit a multiple unit dwelling with 4 residential units in addition to the list of permitted uses in the ‘EC’ zone.
- Planning staff are recommending support of the application as it complies with the policies of the Provincial Policy Statement and the Official Plan.

DISCUSSION

Background

OWNERS: William Alderson & Colin McGugan
44 Fennel Street, P.O. Box 183, Plattsville, N0J 1S0

LOCATION:

The subject property is described as Part Lots 8 & 1A, Block 5, Plan 279 in the Town of Ingersoll. The lands are located on the east side of Duke Street, between King Street West and Charles Street West. The lands are municipally known as 125 Duke Street.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule “I-1”	Town of Ingersoll Land Use Plan	Entrepreneurial District
----------------	------------------------------------	--------------------------

TOWN OF INGERSOLL ZONING BY-LAW NO. 04-4160:

Existing Zoning: Entrepreneurial Zone (EC)

Proposed Zoning: Special Entrepreneurial Zone (EC-8)

PROPOSAL:

An application has been received to rezone the subject lands from 'Entrepreneurial Zone (EC)' to 'Special Entrepreneurial Zone (EC-8)' to permit a multiple unit dwelling house with 4 residential units as an additional permitted use on the subject property.

For Council's information, the current 'EC' zoning permits residential units accessory to a commercial use. Historically, the building contained commercial uses on the ground floor and 2 residential units on the upper level. Over time both commercial units were converted to residential units with the 4th unit being created in 2003. Once the final unit was converted from commercial to residential, the use no longer complied with the zoning provisions as the residential units were no longer accessory to a permitted commercial use. The subject application seeks to bring the residential uses into conformity with the Zoning Bylaw.

Through the agency circulation, staff have noted a number of existing deficiencies with respect to front yard depth and interior side yard width that will be recognized by the proposed zoning amendment. Staff are of the opinion that the recommended amendments to the applicant's request can be considered minor and therefore recirculation of the application is not required.

The subject lands comprise approximately 889.5 m² (9,575 ft²) and have direct access to Duke Street. Surrounding uses are a mix of commercial and residential uses with the Ingersoll Town Hall and Library to the immediate east.

Plate 1, Existing Zoning and Location Map, shows the location of the subject property and the existing zoning in the immediate vicinity.

Plate 2, Aerial Photo (2010), provides an aerial view of the subject lands.

Plate 3, Applicant's As-built Survey, illustrates the existing structures and dimensions on the subject lands.

Application Review

PROVINCIAL POLICY STATEMENT:

The policies of Section 1.1 state that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for the planning period. Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas.

The policies of Section 1.1.3 state that settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted. Section 1.1.3.3 states that planning authorities shall identify appropriate locations and promote opportunities for intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.

OFFICIAL PLAN:

The subject lands are located within the 'Entrepreneurial District' designation according to the Town of Ingersoll Land Use Plan, contained in the County Official Plan. The Entrepreneurial

District represents an area proposed for a range of commercial and business development opportunities through the conversion of existing residential dwellings and new development or redevelopment. With the Entrepreneurial District the continuation of residential uses is also anticipated. It is intended that development in this District will result in a mixture of land uses.

Permitted uses in existing buildings within the Entrepreneurial District designation may include uses such as single detached dwelling, semi-detached dwellings, converted dwellings, offices, personal services, clinics, minor institutional uses and residential units in association with a commercial, institutional or business use.

It is the intent of the Plan that such uses be located in the existing buildings of the Entrepreneurial District in order to preserve and maintain the character of this area through renovation and recycling of buildings.

Additionally, Town Council may give consideration to the development of new low, medium and high density residential uses, business, professional and administrative office and minor institutional uses in the Entrepreneurial District if they are satisfied that the existing building is not of any architectural significance to merit renovation.

TOWN OF INGERSOLL ZONING BY-LAW:

The application for zone change seeks to rezone the subject property to permit a multiple unit dwelling house with 4 residential dwelling units.

The 'EC' zone permits a variety of residential and commercial uses such as a single detached dwelling, converted dwelling not containing more than 3 residential units, residential unit accessory to a permitted commercial use, business or professional office, daycare centre, medical centre, funeral home and a veterinary clinic.

According to the definitions in the Zoning By-law, the proposed conversion of the building would be considered a multiple unit dwelling. As such, staff have deferred to the 'R3' zoning provisions, where a multiple unit dwelling is permitted. The subject application generally meets the 'R3' provisions with respect to lot area, lot depth, rear yard depth, lot coverage and parking. Relief is required to recognize the following existing deficiencies:

Provisions	Required	Provided
Front Yard	7.5 m (24.6 ft)	3.3 m (10.8 ft)
Interior Side Yard	4 m (13.1 ft)	1.8 m (5.9 ft) (east side) Nil (south side)

AGENCY COMMENTS:

This application was circulated to those agencies that were considered to have an interest in the proposal.

The County of Oxford Public Works Department indicated that as per the County servicing policy, only one water service and one sanitary service will be permitted.

The Town of Ingersoll Chief Building Official indicated that the building is existing and does not comply with the current zoning, site specific zoning is required to recognize the existing legal non-conforming zone provisions for this multi-unit dwelling. According to the applicant, 10

parking spaces are provided and only 6 are required. The 4th unit was created without a change of use permit.

The Upper Thames River Conservation Authority and the Town of Ingersoll Engineer indicated that they had no concerns or objections to the subject application.

PUBLIC CONSULTATION:

Notice of the zone change application was provided to the public and surrounding property owners on two (2) occasions, December 23, 2015 and January 19, 2016. As of the date of this report, no concerns or objections have been received regarding the proposed zone change application.

Planning Analysis

An application for zone change has been submitted to recognize the conversion of an existing commercial building to a multiple unit dwelling with 4 residential units with the ability to accommodate the commercial uses permitted in the 'EC' zone.

The proposed development of the subject lands is considered to be an efficient use of lands, municipal services and infrastructure. Additionally, staff are of the opinion that this proposal will assist in providing a mix of housing types in order to accommodate current and future residents of the regional market area. It is the opinion of this Office that the subject application is consistent with the redevelopment policies of the PPS.

Further, Planning staff are of the opinion that the subject application is consistent with the policies for the Entrepreneurial District as the proposed development is considered to be in an area that is characterized by a mix of residential, commercial and institutional. Additionally, the applicant's proposal meets the medium density requirements that are permitted in the Entrepreneurial District designation.

As previously indicated, upon receiving the survey for the subject application, staff identified a number of deficiencies with respect to the front yard depth and the interior side yard width on both the east side of the building and the south side. All of the deficiencies that have been identified are existing and have been considered legal non-conforming, however, due to the change of use proposed by the applicant, the legal non-conforming status no longer remains and therefore the deficiencies need to be recognized through the subject application. Staff are of the opinion that since the deficiencies are existing and long-standing, the proposed application will not negatively impact neighbouring properties.

The applicant's request to recognize a 4th unit in the existing building meets the relevant 'R3' zoning provisions with respect to lot area, lot coverage, lot depth and parking. Staff recommend that in addition to permitting a 4th residential unit, the existing permitted commercial uses continue in order to provide the property with the flexibility in the future to support residential and commercial uses.

In light of the foregoing, it is the opinion of this Office that the proposed zone change application is consistent with the policies of the Provincial Policy Statement and is generally in keeping with the policies of the Official Plan as recommended. Planning staff are satisfied that the application can be given favourable consideration.

RECOMMENDATION

1. It is recommended that the Council of the Town of Ingersoll approve the zone change application submitted by William Alderson and Colin McGugan, whereby the lands described as Part Lots 8 & 1A, Block 5, Plan 279, in the Town of Ingersoll, known municipally as 125 Duke Street, are to be rezoned from 'Entrepreneurial Zone (EC)' to 'Special Entrepreneurial Zone (EC-8)'.

SIGNATURES

Authored by: Original signed by

Andrea Hächler,
Development Planner

Approved for submission: Original signed by

Eric Gilbert, MCIP, RPP
Senior Planner

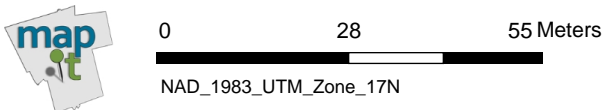
AH
February 1, 2016



Legend

- Parcel Lines**
 - Property Boundary
 - - - Assessment Boundary
 - - - Unit
 - - - Road
 - - - Municipal Boundary
- Environmental Protection/Flood Overlay**
 - ▨ Flood Fringe
 - ▨ Floodway
 - ▨ Environmental Protection (EP1)
 - ▨ Environmental Protection (EP2)
- Zoning Floodlines/Regulation Limit**
 - 100 Year Flood Line
 - ▲ 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
 - ▨ Zoning (Displays 1:16000 to 1:500)

Notes



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December 22, 2015



Legend

- Parcel Lines
- Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary

Notes



0 14 28 Meters

NAD_1983_UTM_Zone_17N

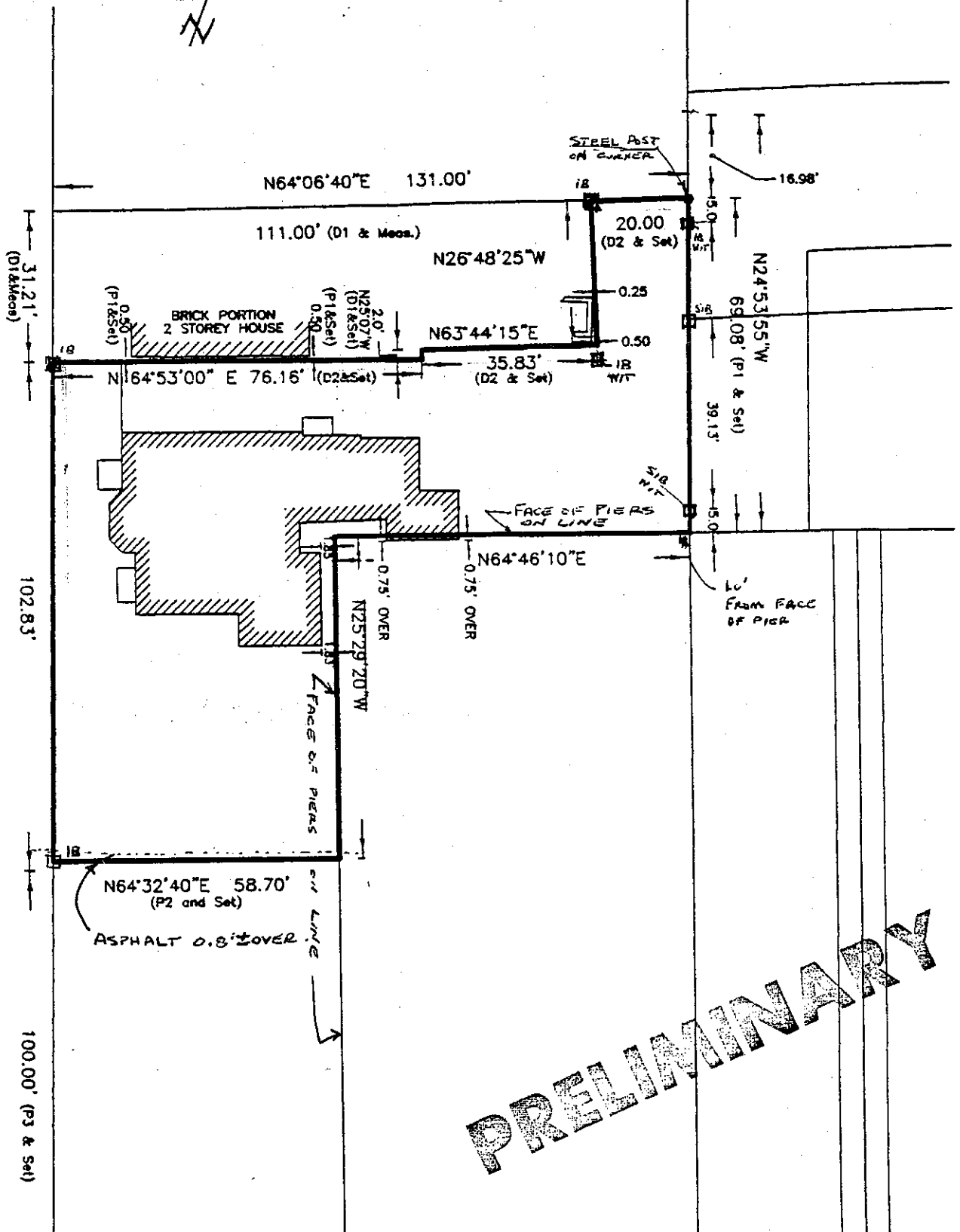


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December 22, 2015



DUKE STREET



PRELIMINARY

Plate 3: Applicant's As-built Survey
 ZN 6-15-06 - William Alderson & Colin McGugan - 125 Duke Street, Ingersoll

KING STREET WEST

OCT 07 1996

Dave Klapwyk
173 Whiting Street
Ingersoll, ON N5C 3B4
519-485-1905

Mayor's Office

JAN 21 2016

RECEIVED

January 19, 2016

Town of Ingersoll
130 Oxford Street, 2nd floor
Ingersoll Ontario N5C 2V5

Dear Mayor and Council,

I am requesting that the Ingersoll Town Council consider enacting a bylaw allowing backyard chickens.

Chickens can be an excellent source of healthy organic eggs. They are also a great educational tool, can provide high quality fertilizer, help to control flies and other pests and can provide food security.

Chickens are relatively easy and inexpensive to care for and chicken excrement makes excellent fertilizer when composted properly. Four chickens will generate less waste than one medium dog. As well, a properly maintained chicken coop with decent bedding will not produce much noticeable odour.

Except for the rooster, (which are not necessary for egg production) they are relatively quiet animals, softly peeping during the day and are mostly silent at night.

There are things to consider when allowing backyard chickens such as limiting the number of chickens per household, restricting roosters, and creating guidelines for chicken coops.

It is my hope that this topic be discussed by our council and our community so that Ingersoll can join other cities that have already enacted bylaws that have allowed backyard chickens. These communities include Brampton, Niagara Falls, Guelph, Gatineau, and Montreal as well as many other cities across Canada and the United States.

Sincerely,



Dave Klapwyk



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Act Proposal Notice:

Title:

Waste-Free Ontario Act

EBR Registry Number: 012-5832

Ministry:

Ministry of the Environment and Climate Change

Date Proposal loaded to the

Registry:

November 26, 2015

This proposal notice was originally posted on November 26, 2015 with a 90 day comment period ending February 24, 2016.

The Ministry has updated this notice to;

1. Extend the comment period until February 29, 2016 to provide additional public consultation;
2. Include a link to a schedule of Regional Stakeholder Consultation Sessions including dates and locations to be held early 2016.

Keyword(s): Waste Diversion | Waste

Comment Period: 95 days: submissions may be made between November 26, 2015 and February 29, 2016.

Description of Act:

Waste diversion in Ontario has stalled around 25 percent over the last decade. While most of the success is coming from the residential sector, where 47 percent of household waste is diverted from landfill, the diversion rate for the rest of the economy is much lower.

Existing waste diversion programs established under the *Waste Diversion Act, 2002* cover only 15 percent of Ontario's waste stream and no new programs have been established under this Act since 2009. There is broad consensus among stakeholders that fundamental changes are needed to the legislative framework to move Ontario towards a circular economy, where end-of-life materials become feedstock for new products and packaging.

Failure to take action has economic and environmental consequences, including the loss of valuable resources, the lost opportunity to reduce greenhouse gas emissions, the dwindling capacity of Ontario's landfills and the increasing pressure on municipal taxpayers and industries to fund diversion efforts and rising costs.

To address these concerns, the government introduced on November 26, 2015 Bill 151, proposed omnibus legislation titled the Waste-Free Ontario Act that if passed by the Ontario Legislature, would enact the Resource Recovery and Circular Economy Act and the Waste Diversion Transition Act. The proposed legislation is intended to enable a shift to a circular economy which would increase resource recovery and waste reduction in Ontario.

The proposed legislation includes:

A new Resource Recovery and Circular Economy Act that would:

1. Establish the provincial interest in resource recovery and waste reduction and

Contact:

All comments on this proposal must be directed to:

Shari Sookhoo
Senior Policy Coordinator
Ministry of the Environment and Climate Change
Climate Change and Environmental Policy Division
Resource Recovery Policy Branch
40 St. Clair Avenue West
Floor 8
Toronto Ontario
M4V1M2
Phone: (416) 325-4431

To submit a comment online, click the submit button below:

[Submit Comment](#)

Additional Information:

The following government offices have additional information regarding this

enable the government to issue policy statements to provide further direction on the provincial interest. The policy statements would be developed in consultation with key stakeholders and the public.

2. Establish a new outcomes-based producer responsibility regime that holds responsible persons accountable for recovering resources and reducing waste associated with their products and packaging. Responsible persons are brand holders, or others with commercial connections to products such as first importers and e-tailers. The Act would enable the government to set the outcomes that responsible persons must meet. Responsible persons would have the flexibility to determine how best to meet their obligations.
3. Overhaul Waste Diversion Ontario, the existing oversight body under the *Waste Diversion Act, 2002*, as the Resource Productivity and Recovery Authority with responsibility to oversee the new producer responsibility regime and existing waste diversion programs and their transition. Key functions of the Authority will be receiving and storing data from producers, collectives, municipalities and others who conduct resource recovery or waste reduction activities as well as compliance and enforcement under both the new and old producer responsibility regimes.
4. Establish the Strategy for a Waste-Free Ontario: Building the Circular Economy, which will outline a vision and goals for resource recovery and waste reduction and identify actions under the proposed Resource Recovery and Circular Economy Act and other acts, e.g. the Environmental Protection Act. (See link under Additional Information for details on the Policy Proposal Notice of the draft Strategy, EBR # [012-5834](#)).

A new Waste Diversion Transition Act that would:

1. Replace the *Waste Diversion Act, 2002* to enable the smooth transition of existing programs to the new producer responsibility regime.
2. Allow for the wind-up of the existing waste diversion programs and the Industry Funding Organizations (IFO) that operate these programs. Once programs and IFOs under the proposed Waste Diversion Transition Act are wound up, the Act would be repealed.

Current waste diversion programs such as the blue box program would be continued under the proposed Waste Diversion Transition Act until they are smoothly transitioned to the new individual responsibility framework. The Government would lead the overall transition in consultation with stakeholders to ensure smooth transition.

In addition, the proposed Resource Recovery and Circular Economy Act would provide the government various regulation making powers to:

- Prescribe materials that could be designated for collection and management under the new framework;
- Identify persons responsible for meeting obligations with respect to products and packaging sold to consumers in Ontario;
- Require responsible persons to meet clear outcomes and be accountable for recovering resources and reducing waste associated with the designated materials; and
- Set obligations such as registration, promotion and education, reporting and record-keeping for others performing activities that relate to resource recovery and waste reduction.

Purpose of Act:

The purpose of the proposed legislation is to support a shift to a circular economy by:

- Reducing waste and increasing resource productivity,
- Enabling efficient and effective collection and recycling systems, and
- Increasing market value of recovered materials.

Proposal. To arrange a viewing of these documents please call the Ministry Contact or the Office listed below.

Resource Recovery Policy
Branch
40 St. Clair Avenue West
Floor 8
Toronto Ontario
M4V1M2
Phone: (416) 325-4100

The documents linked below are provided for the purposes of enhancing public consultation.
All links will open in a new window

1. [Waste-Free Ontario Act](#)
2. [EBR Notice draft Strategy for a Waste-Free Ontario: Building the Circular Economy \(EBR # 012-5834\)](#)
3. [Regional Consultation Session Dates & Locations](#)

This approach would reduce greenhouse gas emissions responsible for climate change, save scarce resources, create jobs and capitalize on financial opportunities.

Public Consultation:

This proposal has been posted for a 95 day public review and comment period starting November 26, 2015. If you have any questions, or would like to submit your comments, please do so by February 29, 2016 to the individual listed under "Contact". Additionally, you may submit your comments on-line.

All comments received prior to February 29, 2016 will be considered as part of the decision-making process by the Ministry if they are submitted in writing or electronically using the form provided in this notice and reference EBR Registry number 012-5832.

Please Note: All comments and submissions received will become part of the public record. You will not receive a formal response to your comment, however, relevant comments received as part of the public participation process for this proposal will be considered by the decision maker for this proposal.

Other Public Consultation Opportunities:

The proposed legislation and draft Strategy are based on a number of past and current consultation opportunities.

In 2004, the Ministry posted *Ontario's 60% Waste Diversion Goal, A Discussion Paper* for public comment. The document identified the need to improve Ontario's waste diversion results, particularly with regard to organic wastes and wastes generated by the industrial, commercial and institutional sectors. The paper explored options to improve the diversion of waste in Ontario, including landfill bans, more centralized organics processing, and the role of new technologies.

In 2008, the Ministry posted *Toward a Zero Waste Future: Review of the Waste Diversion Act, 2002* to initiate the five-year review of the Waste Diversion Act. The paper solicited public comment on a number of waste diversion issues to help assess the Act's effectiveness and determine if changes were needed to enhance waste diversion in Ontario. Extensive consultations with key stakeholders, including producers, municipalities, retailers, the waste management sector, environmental groups, and the public focused largely on evaluating the effectiveness of the framework in achieving diversion.

In 2009, a Minister's report, *From Waste to Worth: The Role of Waste Diversion in the Green Economy*, provided findings from the review. The report also included proposed broad changes to the waste diversion framework centered on extended producer responsibility for the management of designated wastes, and using other complementary measures to increase diversion. Consultation with stakeholders and Ontarians provided feedback on the proposals to improve the waste diversion framework.

On June 6, 2013, the government introduced Bill 91, the proposed Waste Reduction Act, 2013 and released the draft Waste Reduction Strategy that was posted on the Environmental Bill of Rights Registry for public comment. The Ministry also met with stakeholders through a series of public consultation sessions to discuss Bill 91. The public consultation sessions also included discussions on the draft Waste Reduction Strategy that provides a blueprint for increasing diversion and the economic and environmental benefits of diverting material from landfill.

In 2014, a Bill 91 Working Group was established to work with producers and municipalities.

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**Corporation of the Town of Ingersoll
By-Law 16-4865**

A By-law for the adoption of 2016 estimated current and capital expenditures for the Corporation of the Town of Ingersoll and the establishment of rates of taxation and collection of taxes for all assessment classes.

WHEREAS pursuant to Section 290 of the Municipal Act, 2001, S. O. 2001, c. 25, as amended (hereinafter referred to as the "Act") Town Council is required to prepare and adopt estimates of all sums required during the year;

AND WHEREAS all property assessment rolls on which 2016 taxes are to be levied have been returned and revised pursuant to the provisions of the Assessment Act;

AND WHEREAS it is necessary for the Council of the Corporation of the Town of Ingersoll pursuant to Section 312 of the Act, as amended, after the adoption of estimates for the year, pass a by-law to levy a separate tax rate on the assessment in each property class;

AND WHEREAS an interim levy was made upon all real property before the adoption of the estimates for the current year in accordance with By-law No. 16-4857;

AND WHEREAS certain regulations require reductions in certain tax rates for certain classes or subclasses of property;

AND WHEREAS the Council of the Corporation of the Town of Ingersoll had provided public notice of its intention to adopt the budget and provided public input at the February 4, 2016 special meeting of Council;

NOW THEREFORE the Council of the Corporation of the Town of Ingersoll enacts as follows:

- (1) That the statement of estimated revenue and expenditures, Schedule "A" attached, in the amount \$31,909,883 including taxation levy of \$13,467,847 be adopted.
- (2) That the tax levy requirement of \$13,467,847 to be raised in accordance with the tax rates shown on Schedule "B".
- (3) Further to By-law No. 16-4857, the prescribed final tax notices for 2016 shall be due in two approximately equal installments on the 31st day of August and the 31st day of October.
- (4) That pursuant to Section 345(2) of the Act, as amended, a penalty of 1 ¼ percent shall be made on the first day of default. Such penalty charges shall be levied and collected in the same manner as if it had been originally imposed.
- (5) That pursuant to Section 345 (3) of the Act, as amended, interest shall be add to the amount of taxes due and unpaid, at the rate of 1 ¼ percent per month at the first of each month for each month or fraction thereof until the taxes are paid. Such interest charges shall be levied and collected in the same manner as if it had been originally imposed.

- (6) That payment of taxes shall be made into the office of the Director of Finance/Treasurer at 130 Oxford Street, 2nd Floor, Ingersoll Ontario or at various financial institutions or designated agents in the Town of Ingersoll as ratified by written agreement from time to time.
- (7) That the Director of Finance/Treasurer is not authorized to revise, reduce or cancel amounts billed and/or interest/penalty charges without the authorization of Council.
- (8) If any section or portion of this By-law and/or Schedule is found by a Court of competent jurisdiction to be invalid, it is the intent of the Council of the Corporation of the Town of Ingersoll that all remaining sections and portions of the By-law and all Schedules continue in force and effect.
- (9) Schedules attached hereto shall be and form a part of this By-law.

READ a first and second time in Open Council this 8th day of February, 2016.

READ a third time in Open Council and passed this 8th day of February, 2016.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk

"SCHEDULE A"
By-Law -16-4865
CORPORATION OF THE TOWN OF INGERSOLL
2016 BUDGET

	<u>Revenue</u>	<u>Expenditures</u>	<u>Net Levy Requirement</u>
4000 - ADMINISTRATION	3,800	213,560	209,760
0100 MAYOR & COUNCIL	3,800	213,560	209,760
4000 - ADMINISTRATION	0	285,650	285,650
0900 CHIEF ADMINISTRATIVE OFFICER	0	285,650	285,650
4000 - ADMINISTRATION	26,475	544,660	518,185
4005 - COMMITTEE OF ADJUSTMENT	4,200	50	(4,150)
4007 - WEDDING CEREMONIES	5,500	700	(4,800)
4008 - HUMAN RESOURCES	0	3,000	3,000
4240 - PARKING ENFORCEMENT	5,400	27,100	21,700
1000 CLERKS	41,575	575,510	533,935
4000 - ADMINISTRATION	13,000	86,240	73,240
1001 PARATRANSIT	13,000	86,240	73,240
4000 - ADMINISTRATION	0	294,580	294,580
1002 INFORMATION TECHNOLOGY	0	294,580	294,580
4000 - ADMINISTRATION	1,061,400	792,748	(268,652)
4001 - OTHER	0	91,690	91,690
1300 TREASURY	1,061,400	884,438	(176,962)
9950 - COUNTY OF OXFORD	0	6,116,002	6,116,002
9960 - ENG PUBLIC EDUCATION	0	3,882,755	3,882,755
9961 - ENG CATHOLIC EDUCATION	0	832,851	832,851
9962 - FRENCH PUBLIC EDUCATION	0	16,587	16,587
9963 - FRENCH CATHOLIC EDUCATION	0	47,810	47,810
1400 - TAX REQUISITIONS	0	10,896,005	10,896,005
9940 - MUNICIPAL - TOWN OF INGERSOLL	265,701	460,000	194,299
9950 - COUNTY OF OXFORD	6,116,002	0	(6,116,002)
9960 - ENG PUBLIC EDUCATION	3,882,755	0	(3,882,755)
9961 - ENG CATHOLIC EDUCATION	832,851	0	(832,851)
9962 - FRENCH PUBLIC EDUCATION	16,587	0	(16,587)
9963 - FRENCH CATHOLIC EDUCATION	47,810	0	(47,810)
1401 - TAXATION	11,161,706	460,000	(10,701,706)
4000 - ADMINISTRATION	0	182,071	182,071
1500 - TRANSFERS TO LOCAL BOARDS	0	182,071	182,071
4000 - ADMINISTRATION	25,396	124,837	99,441
4090 - ENGINEERING DEBT CHARGES	0	755,848	755,848
6050 - PARKS	0	52,591	52,591
1600 - DEBT CHARGES	25,396	933,275	907,879
4010 - OLD LIBRARY (1 CHARLES)	0	0	0
4015 - 132 THAMES ST S	13,025	27,068	14,043
4020 - MISC PUBLIC BUILDINGS	8,900	71,152	62,252
4025 - 130 OXFORD ST- SHARED EXPENSES	103,775	206,350	102,575
4030 - 130 OXFORD ST- NONSHARED EXP	0	71,562	71,562
2000 - PUBLIC BUILDINGS	125,700	376,132	250,432
4000 - ADMINISTRATION	20,950	997,013	976,063
4100 - FACILITY	64,788	81,465	16,677
3000 - FIRE	85,738	1,078,478	992,740

4000 - ADMINISTRATION	100,350	2,553,727	2,453,377
4100 - FACILITY	105,000	114,336	9,336
3200 - POLICE	205,350	2,668,063	2,462,713
4000 - ADMINISTRATION	0	47,100	47,100
3220 - CROSSING GUARDS	0	47,100	47,100
4000 - ADMINISTRATION	0	35,975	35,975
3230 - POLICE SERVICE BOARD	0	35,975	35,975
4000 - ADMINISTRATION	158,500	183,070	24,570
4006 - PROPERTY STDS & BY- LAW ENF	0	32,880	32,880
3400 - BUILDING INSPECTION	158,500	215,950	57,450
4000 - ADMINISTRATION	12,000	15,000	3,000
3600 - ANIMAL CONTROL	12,000	15,000	3,000
4000 - ADMINISTRATION	49,300	2,036,005	1,986,705
4230 - EQUIPMENT	5,000	5,000	0
4400 - STREET LIGHTING	0	245,200	245,200
4410 - TRAFIC SIGNAL MAINTENANCE	0	17,000	17,000
5020 - STORM SEWER LOCATES	0	14,020	14,020
4000 - ENGINEERING	54,300	2,317,225	2,262,925
4000 - ADMINISTRATION	171,280	300,536	129,256
4100 - FACILITY	0	60,386	60,386
4110 - BRIDGES & CULVERTS	0	11,790	11,790
4120 - ROADSIDE M/A- MOWING WEED SPRAY	0	39,470	39,470
4121 - ROADSIDE M/A- BRUSH TREE TRIM	0	64,860	64,860
4122 - ROADSIDE M/A- DITCHING	0	3,380	3,380
4123 - ROADSIDE M/A- CATCHBASINS	0	101,050	101,050
4130 - HARDTOP M/A- PATCHING & SPRAY	95,000	340,220	245,220
4131 - HARDTOP M/A- SWEEP FLUSH CLEAN	0	52,180	52,180
4132 - HARDTOP M/A- SHOULDER ETC	0	9,730	9,730
4140 - LOOSETOP M/A- GRADING SCARIFYIN	0	1,180	1,180
4141 - LOOSETOP M/A- DUST LAYER	0	400	400
4150 - W CONTROL- PLOWING SAND SALT	0	337,330	337,330
4151 - W CONTROL- SNOW REMOVAL	0	30,180	30,180
4152 - W CONTROL- SNOW FENCE CULVERT	0	3,760	3,760
4153 - W CONTROL- WINTER STANDBY	0	11,836	11,836
4160 - SAFETY DEV.- SIGNS, GUIDE RAILS	0	70,320	70,320
4161 - SAFETY DEV. RR CROSSING SIGNAL	0	46,670	46,670
4190 - SUPERVISORY COSTS	0	185,090	185,090
4200 - PAINT PARKING STALLS	0	18,710	18,710
4203 - PROMOTIONAL TREES	2,500	2,720	220
4205 - DETOURS	0	1,890	1,890
4220 - SIDEWALK REPAIRS	0	100,560	100,560
4221 - SIDEWALK SNOW, SAND, SALT	0	79,670	79,670
4222 - SIDEWALK SWEEPING	0	9,520	9,520
4230 - EQUIPMENT	396,640	396,640	0
5000 - ENVIRONMENTAL SERVICES	18,078	20,420	2,342
5010 - BRUSH/YARD WASTE DEPOT	14,500	14,490	(10)
5011 - TOWN EXPANDED COLLECTION SVC	0	0	0
5012 - DEBRIS & LITTER PICK UP	0	20,100	20,100
5013 - LEAF COLLECTION	0	64,540	64,540
5014 - RUBBISH PICK UP	0	0	0
5015 - CHRISTMAS TREE PICK UP	0	4,140	4,140

4500 - PUBLIC WORKS	697,998	2,403,768	1,705,770
4000 - ADMINISTRATION	0	128,385	128,385
6020 - ARENA	289,631	832,725	543,094
6030 - CAMI FLYER SOCCER PARK	20,000	20,600	600
6040 - CAMI/SUZUKI HOUSE	10,200	170,302	160,102
6050 - PARKS	31,800	564,315	532,515
6051 - GARDEN FRESH BOX	15,000	15,000	0
6100 - WINTER LIGHTS (SANTA VILLAGE)	2,000	24,250	22,250
6110 - FESTIVAL OF LIGHTS	6,060	10,890	4,830
5000 - PARKS AND ARENA	374,691	1,766,467	1,391,776
4000 - ADMINISTRATION	500	151,529	151,029
4100 - FACILITY	9,925	518,736	508,811
6060 - AQUATICS	212,323	310,358	98,035
6070 - FITNESS	126,846	130,020	3,174
6090 - GENERAL PROGRAMS	176,482	202,522	26,040
5100 - VICTORIA PARK COMMUNITY CENTRE	526,076	1,313,165	787,089
4100 - FACILITY	38,626	133,789	95,163
6090 - GENERAL PROGRAMS	133,250	483,220	349,970
6170 - YOUTH TECHNOLOGY PROGRAM	85,500	172,210	86,710
6195 - CAREER & SKILLS DEVELOPMENT	40,700	40,700	0
6300 - YOUTH ENTREPRENEURSHIP PARTNERS	40,000	40,000	0
5200 - YOUTH CENTRE	338,076	869,919	531,843
4000 - ADMINISTRATION	29,780	168,240	138,460
4100 - FACILITY	0	29,350	29,350
6810 - HARVESTFEST	1,550	14,693	13,143
6200 - MUSEUMS	31,330	212,283	180,953
4000 - ADMINISTRATION	5,400	259,030	253,630
7000 - ECONOMIC DEVELOPMENT	5,400	259,030	253,630
TOTAL - OPERATIONS	\$ 14,922,036	\$ 28,389,883	\$ 13,467,847
TOTAL - CAPITAL	3,520,000	3,520,000	0
GRANT TOTAL	18,442,036	31,909,883	13,467,847

"SCHEDULE A"
By-Law -16-4865
CORPORATION OF THE TOWN OF INGERSOLL
2016 BUDGET

Pr #	PROJECT	Funding Source	2015
GENERAL GOVERNMENT			
INFORMATION TECHNOLOGY - IT			
3050	Hardware Upgrades	IT Reserve	75
TREASURY			
3083	CityWide Software (AMP and PSAB)	Gas Tax	38
TOTAL - GENERAL GOVERNMENT			113
PROTECTION TO PERSONS & PROPERTY			
FIRE			
3160	Chief's Car	Fire Reserve	50
3159	Fire Burn Building	Fire Reserve	10
PUBLIC BUILDINGS			
3118	Town Centre Building Automation System Replacement	Gas Tax Oxford County	40 40
3119	Town Centre Water Boiler Replacement	Oxford Fac Reserve Gas Tax Oxford County	13 12 25
3120	Town Centre Backflow Preventer Installation	Oxford Fac Reserve Oxford County	8 8
3121	Town Centre Window Replacement	Canada 150 Grant Oxford County	32 32
3125	Town Centre Building Curbing	Oxford Fac Reserve Oxford County	10 10
3102	OPP flooring replacement	Police Reserve	43
3123	FIRE HALL flooring replacement	Public Bldg Reserve	17
3122	Town Centre Hot Water Boiler Stack & Stack Chimney	Oxford Fac Reserve Oxford County	15 15
3122	Parking lot Fire hall-pavement replacement	Public Bldg Reserve Public Bldg Reserve	20 10
TOTAL - PROTECTION TO PERSONS			409
TRANSPORTATION			
CONSTRUCTION - ROADS & BRIDGES			
3265	Pavement Preservation Program		
3265	George St MP (Cathcart St St to NTL)	Gas Tax	75

"SCHEDULE A"
By-Law -16-4865
CORPORATION OF THE TOWN OF INGERSOLL
2016 BUDGET

Pr #	PROJECT	Funding Source	2015
3265	Samnah Cresc MP	Gas Tax	191
3276	Cherry St MP (Carrol St to Harris St)	Gas Tax	41
		OCIF Grant	70
3265	Earl Street MP (Frances to End)	Gas Tax	17
3252	Holcroft St Topcoat	Gas Tax	88
3228	Tunis St Reconstruction	Eng Misc Projects	1,025
3255	Etna/Centre/Martha St Reconstruction	Eng Misc Projects	450
3271	Concession St. (Wellington to Centre)	Eng Misc Projects	285
3272	Sutherland Creek Flood Mitigation (Victoria St. & Wonham St. Culvert Replacements)	Eng Misc Projects	60
3256	North Town Line E (Pemberton to Mutual)	Eng Misc Projects	31
3258	N Town Line W (Thames to Shelton Drive)	Eng Misc Projects	20
3275	Dufferin St Reconstruction (Oxford St to West End)	Eng Misc Projects	4
3277	Oxford Street Parking Lot/Market Lane	Eng Misc Projects	6
SUB-TOTAL - ROADS & BRIDGES			2,363
STREET LIGHTING			
3249	STREET LIGHT REPLACEMENT	Eng Misc Projects	10
SUB TOTAL - STREET LIGHTING			10
TOTAL - TRANSPORTATION			2,373
PUBLIC WORKS			
3401	REPLACE TRUCK #3	PW Equip	225
TOTAL - PUBLIC WORKS			225
PARKS AND RECREATION			
ARENA			
3546	Grading/Drainage - New Rear Property	Parks Fac Reserve	20
3658	Park Land Acquisition	Levy	42
3700	Multi Use Facility Needs Study / Facility Coseptual Drawing	Ice Fee Reserve	90
SUB TOTAL - ARENA			152
PARKS			
3550	Reconstruction of Sports Fields - Garnet Elliott	Parks Fac Reserve	40
		Grant	20
3555	Replace 1999 Dodge Truck	Parks Equip	35
SUB TOTAL - PARKS			95
VPCC FACILITY			
3554	Repair Retaining Wall - Rear Entrance	VPCC Fac	9
3556	Replace Floor Machine	VPCC Fac	9

"SCHEDULE A"
By-Law -16-4865
CORPORATION OF THE TOWN OF INGERSOLL
2016 BUDGET

Pr #	PROJECT	Funding Source	2015
SUB TOTAL - VPCC FACILITY			18
MUSEUM			
3610	Relocation of Kirwin Barn	Museum Reserve	65
3612	HVAC Replacement / Upgrades	Museum Reserve	5
		Grant	5
3614	Survey of lands	Museum Reserve	10
SUB TOTAL - MUSEUM			85
TOTAL - PARKS AND RECREATION			350
ECONOMIC & DEVELOPMENT			
3657	Town Entrance Signs	Ec Dev	50
TOTAL - ECONOMIC DEVELOPMENT			50
CAPITAL GRAND TOTAL			3,520

"SCHEDULE B"
By-Law -16-4865
CORPORATION OF THE TOWN OF INGERSOLL
2016 BUDGET
TAX RATES

		GENERAL
		2016
RESIDENTIAL	RT	0.00917449
RESIDENTIAL ONE	R1	0.00412852
FARMLAND	FT	0.00229362
MULTI RESIDENTIAL	MT	0.02513810
COMMERCIAL	CT	0.01744805
NEW COMMERCIAL	XT	0.01744805
COMMERCIAL VACANT	CU	0.01221363
NEW COMMERCIAL VACANT	XU	0.01221363
COMMERCIAL EXCESS	CX	0.01221363
SHOPPING CENTER	ST	0.01744805
SHOPPING VACANT	SU	0.01221363
INDUSTRIAL	IT	0.02412891
NEW INDUSTRIAL	JT	0.02412891
INDUSTRIAL VACANT	IU	0.01568379
INDUSTRIAL EXCESS	IX	0.01568379
LARGE INDUSTRIAL	LT	0.02412891
LARGE INDUSTRIAL VACANT	LU	0.01568379
PIPELINE	PT	0.01155344
COMMERICAL SHARED HYDRO	CH	0.01744805
INDUSTRIAL PIL	IH	0.02412891
COMM PIL FULL	CF	0.01744805

Town of Ingersoll 2016 Levy			
		2016 CVA	* Levy
RES TAXABLE	RT	930,512,509	8,536,984
RESIDENTIAL ONE	R1	83,000	343
FARMLAND TAXABLE	FT	551,000	1,264
MULTI RES TAXABLE	MT	24,735,500	621,803
COMMERCIAL	CT	92,631,000	1,616,230
NEW COMMERCIAL	XT	19,513,900	340,480
COMMERCIAL VACANT	CU	1,188,500	14,516
NEW COMMERCIAL VACANT	XU	176,000	2,150
COMMERCIAL EXCESS	CX	1,339,900	16,365
SHOPPING CENTER	ST	2,266,000	39,537
SHOPPING VACANT	SU	15,000	183
INDUSTRIAL	IT	18,813,400	453,947
NEW INDUSTRIAL	JT	977,000	23,574
INDUSTRIAL VACANT	IU	75,100	1,178
INDUSTRIAL EXCESS	IX	1,715,900	26,912
LARGE INDUSTRIAL	LT	67,977,700	1,640,228
LARGE INDUSTRIAL VACANT	LU	2,424,000	38,018
PIPELINE	PT	3,915,000	45,232
COMMERICAL SHARED HYDRO	CH	715,000	12,475
INDUSTRIAL PIL	IH	163,000	3,933
COMM PIL FULL	CF	1,862,500	32,497
		1,171,650,909	13,467,847



**Corporation of the Town of Ingersoll
By-Law 16-4866**

A By-law to dedicate one foot (1') reserves on portions of Brookfield Court and Hartfield Street, being Reserve Parcels A & B on Registered Plan 742

WHEREAS that portion of Brookfield Court and Hartfield Street, being Reserve Parcels A & B on Registered Plan 742, constitutes a one (1') foot reserve that is no longer required;

AND WHEREAS the land identified as Reserve Parcel A on Registered Plan 742 is to be dedicated as a public highway to be known as Brookfield Court, and Reserve Parcel B on Registered Plan 742 is to be dedicated as a public highway to be known as Hartfield Street;

NOW THEREFORE, the Council of the Corporation of the Town of Ingersoll, enacts as follows:

1. That the one (1') foot reserve identified as Reserve Parcels A & B on Registered Plan 742 are hereby released by the Town of Ingersoll.
2. That the lands identified as Reserve Parcel A on Registered Plan 742 is hereby dedicated as a public highway to be known as Brookfield Street;
3. That the lands identified as Reserve Parcel B on Registered Plan 742 is hereby dedicated as a public highway to be known as Hartfield Street;
4. That the Mayor and the Clerk be authorized to execute the necessary documentation.

READ a first and second time in Open Council this 8th day of February, 2016.

READ a third time in Open Council and passed this 8th day of February, 2016.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
By-Law 16-4867**

**A By-Law to amend by-law 15-4836 to appoint an Ingersoll Economic
Development Committee (EDC)**

WHEREAS it is deemed to appoint an Ingersoll Economic Development Committee;

NOW THEREFORE the Council of The Corporation of The Town of Ingersoll enacts as follows:

Article 1 ESTABLISHED

Committee – purpose

A special body to be known as the “Ingersoll Economic Development Committee” hereinafter called “The Committee” is hereby established in order that Ingersoll Town Council may direct staff on matters relating to economic development.

Committee – composition – members – qualifications

The Committee shall be composed of:

- a) Two members of Ingersoll Town Council and the Mayor for the current term;
- b) The Director of Economic Development
- c) One additional Senior Administration Staff as necessary

Appointments – effective – upon resolution – expiry

All appointments to this Committee shall become effective upon the passing of resolution of Council which provide for such appointments, and shall expire as of November 30 in the year of a Municipal Election or when a successor to such appointee has been appointed. All appointments are at the discretion of Council.

Chair-chosen-first meeting

A Chair shall be chosen from among the members at the first meeting of the Committee following the Council’s appointment at which a majority of members are present after November 30.

Chair-term-expiry

An appointment as Chair shall rotate each meeting among the Mayor and the two members of Ingersoll Town Council serving on the committee.

Chair – duties

The Chair shall:

- (a) Chair all official meetings of the Committee; and
- (b) Set the agenda in consultation with the Director of Economic Development.

Vice-Chair – duties – Chair – absent

The Vice-Chair shall assume the duties of the Chair when the latter is not available.

Quorum – minimum

A quorum shall consist of fifty percent of the members of the Committee.

Article 2

RESPONSIBILITY

Presentation – to Council

The Committee shall be responsible for presenting to Council its recommendations relating to the matters set out in this Article in the form of a written report which may be accompanied by a presentation to Council.

Objectives – policy – development

The Committee shall be responsible for presenting to Council its recommendations relating to the setting of objectives and policies to be followed in connection with economic development matters.

Objectives – monitor – performance

The Committee shall be responsible for reviewing and reporting to Council on the performance against the objectives set for economic development;

Objectives – budget – strategies

The Committee shall comment on the Economic Department's annual operating business plan to ensure it coincides with the approved strategies;

Objectives – activities – consideration – as required

The Committee shall make recommendations relating to those matters pertaining to the general objectives and policies as may from time to time be referred to it for consideration by Council;

Policy matters – as required

The Committee may make recommendations relating to policy matters that may come to the attention of the Committee or provide advice on specific issues when requested by the Department.

Program – status – need – determination

The Committee shall make recommendations relating to the status of programs and their relationship to business retention, expansion and attraction;

Policy Matters – other levels of government

The Committee shall advocate on behalf of the business / industry community to Council regarding policies from all levels of government which may be seen as affecting business retention, expansion and attraction.

Members – to speak as a Committee – directly to Council

The role of the Committee is to provide advice to Council on matters identified in the by-law and matters as referred from time to time by Council. Individual members contribute to the recommendations of the Committee and are expected to respect the recommendations forwarded to Council.

Committee recommendations are to be directed to Council and not to external agencies, boards, individuals, or other authorities unless authorized to do so in writing by Council.

Individual members of the committee have a responsibility to speak through the Committee, to respect the decisions of the Committee and Council and shall not criticize the deliberations and decisions of the Council to any outside body or persons.

Article 3 STAFF – RESPONSIBILITY

Director of Economic Development – attendance – advisory capacity only

The Director of Economic Development or his/her designate shall attend all meetings in an advisory capacity only.

Secretary

The Committee shall appoint from within the Committee a member who shall cause the minutes to be recorded. The minutes shall be forwarded to the Director of Economic Development or his or her designate, for completion and distribution. The Director of Economic Development or his or her designate, shall prepare the report(s) with recommendation for submission to Council for their consideration. A copy of all minutes shall be forwarded to the Clerk's Department for records management purposes.

Article 4 GENERAL PROVISIONS

Meetings – every three months –Chair

The Committee shall meet at the time or times to be determined in advance by the Chair provided that at least one meeting shall be held within every three month calendar period.

Meetings – notice – to all members – by Chair

The Director of Economic Development shall ensure that written notice of meetings is given to all members of the Committee as far in advance of any meeting as possible and in no event shall the notice be less than forty-eight hours.

Agenda

The notice of the meeting shall include an agenda detailing the matters to be dealt with.

Meetings – interested group – organization

The Committee shall meet from time to time with groups, organizations and individuals interested or involved in economic development to determine their particular concerns in the their area of interest.

Meeting – Open – confidential matters

All meetings of the Committee shall be open to the public except when the provisions of Section 239 (2) of the Municipal Act apply to the matter or matters being discussed.

Annual report

The Committee shall have an opportunity to present an Annual Report on the activities of the Committee to Council.

Project – economic development related – attended to – as requested

The Committee shall attend to any project of an economic development nature as requested by Council

Education – community

The Committee may make recommendations regarding the education of the community on economic development issues.

Public Awareness – understanding

The Committee may make recommendations to increase public awareness and understanding of economic development issues within the Town.

Policy – procedure – established by Council – execution

Upon the establishment by Council of any change in policy as set out in this Chapter or any other by-law, the Chief Administrative Officer, and such other members of the Town administrative staff as may be prescribed or may be necessary, shall be responsible for the proper execution of those policies and procedures.

Article 5 REPEAL – ENACTMENT

By-laws – previous

All other by-laws or parts thereof inconsistent with the provisions of this Chapter are hereby repealed.

READ a first and second time in Open Council this 8th day of February, 2016.

READ a third time and passed in Open Council this 8th day of February, 2016.

Edward J. Comiskey, Mayor

Michael Graves, Clerk



**Corporation of the Town of Ingersoll
By-Law 16-4868**

**A By-law to amend Zoning By-law Number 04-4160, as amended
(125 Duke Street)**

WHEREAS the Municipal Council of the Corporation of the Town of Ingersoll deems it advisable to amend By-law Number 04-4160, as amended.

THEREFORE, the Municipal Council of the Corporation of the Town of Ingersoll, enacts as follows:

1. That Schedule "A" to By-law Number 04-4160, as amended, is hereby amended by changing to "EC-8" the zone symbol of the lands so designated "EC-8" on Schedule "A" attached hereto.
2. That Section 11.3 to By-Law Number 04-4160, as amended, is hereby amended by adding the following subsection at the end thereof.

"11.3.8 LOCATION: PART LOTS 8 & 1A, BLOCK 5, PLAN 279
(DUKE STREET), EC-8

11.3.8.1 Notwithstanding any provision of this By-law to the contrary, no person shall within any EC-8 Zone use any lot, or erect, alter or use any building or structure for any purpose except the following:

*all uses permitted in Section 11.1 to this By-law;
a multiple unit dwelling.*

11.3.8.2 Notwithstanding any provisions of this By-law to the contrary, no person shall within any EC-8 Zone use any lot, or erect, alter or use any building or structure except in accordance with the following provisions:

11.3.8.2.1 Special Provisions for a multiple unit dwelling:

i) all provisions of the R3 zone in Section 8.2 of this By-law shall apply.

ii) *Front Yard Depth*

Minimum	3 m (9.8 ft)
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ii) *Interior Side Yard Width*

Minimum

Eastern Lot Line	1.8 m (5.9 ft)
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Southern Lot Line	nil
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11.3.8.3 That all the provisions of the EC Zone in Section 11.2 to of this By-Law, as amended, shall apply, and further that all other provisions of this By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply mutatis mutandis."

3. This By-Law comes into force in accordance with Sections 34(21) and (30) of the Planning Act, R.S.O. 1990, as amended.

READ a first and second time in Open Council this 8th day of February, 2016.

READ a third time and passed in Open Council this 8th day of February, 2016.

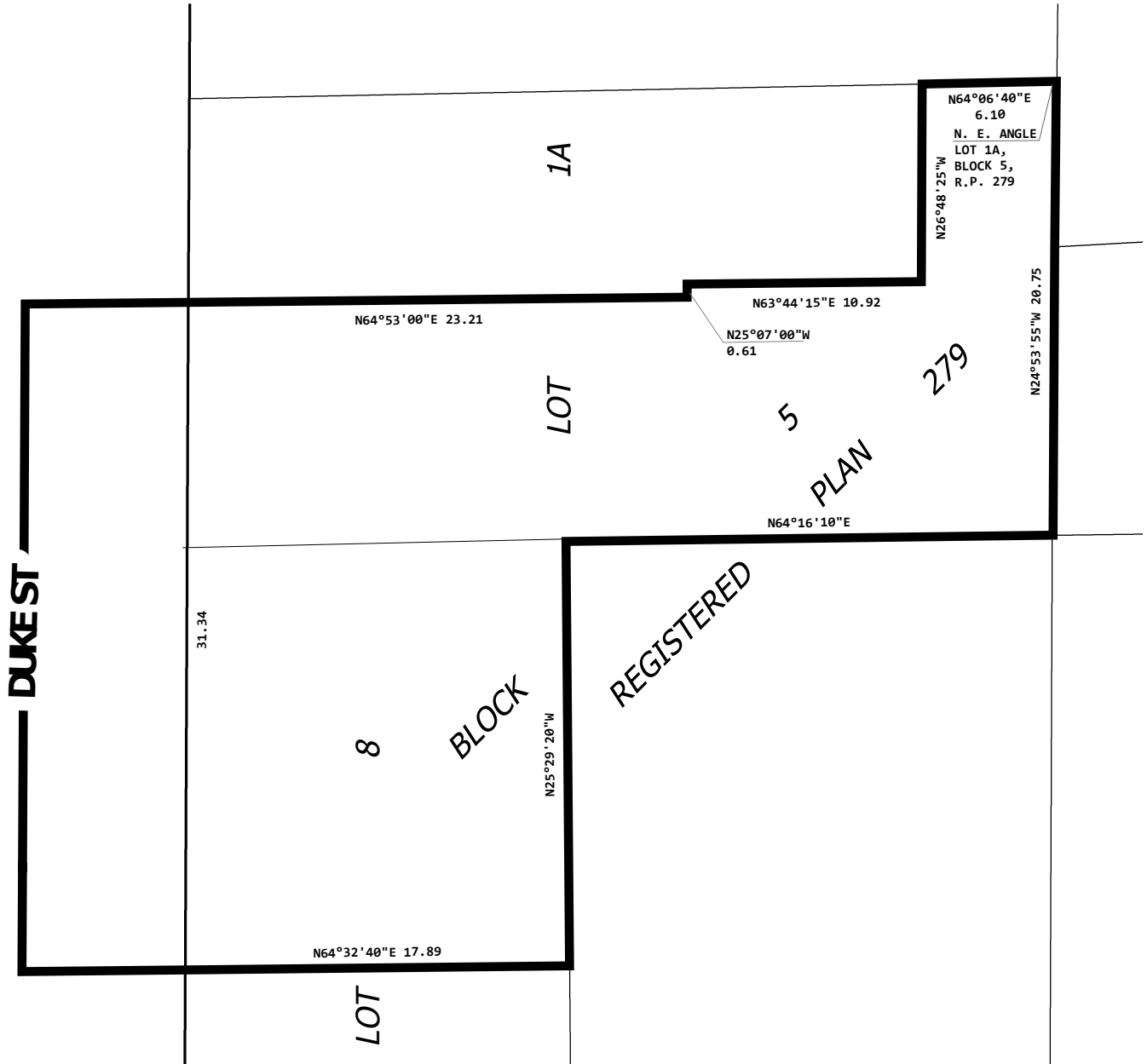
Edward J. Comiskey, Mayor

Michael Graves, Clerk

SCHEDULE "A"

TO BY-LAW No. 16-4868

PT OF LOT 8 AND PT OF LOT 1A,
BLK 5, REGISTERED PLAN 279
TOWN OF INGERSOLL



AREA OF ZONE CHANGE TO EC-8

NOTE: ALL DIMENSIONS IN METRES

THIS IS SCHEDULE "A"

TO BY-LAW No. 16-4868, PASSED

THE 8th DAY OF February, 2016

MAYOR

CLERK



**Corporation of the Town of Ingersoll
By-Law 16-4869**

A bylaw to adopt and confirm all actions and proceedings of the Council of the Town of Ingersoll at the Council meeting held on January 13, 2016, January 18, 2016, January 25, 2016, February 4, 2016 and February 8, 2016.

WHEREAS Section 5 (3) of The Municipal Act, Chapter, S.O. 2001, c. M.25 as amended, states that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS in many cases, action which is taken or authorized to be taken by Council or Committee of Council does not lend itself to or require an individual by-law

NOW THEREFORE, the Council of the Corporation of the Town of Ingersoll enacts as follows:

1. **THAT** all actions and proceedings of the Council of The Corporation of the Town of Ingersoll at the meeting held on January 13, 2016, January 18, 2016, January 25, 2016, February 4, 2016 and February 8, 2016. are hereby adopted.
2. **THAT** the taking of any action authorized in or by the Council of The Corporation of the Town of Ingersoll are hereby adopted, ratified and confirmed.
3. **THAT** where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the Council of The Corporation of the Town of Ingersoll, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing the taking of the action.
4. **THAT** the Mayor and Officers of The Corporation of the Town of Ingersoll are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of The Corporation of the Town of Ingersoll and to affix the seal of the Corporation thereto.
5. **AND FURTHER THAT** this by-law shall become effective and shall come into force after third reading of the by-law.

READ a first and second time in Open Council this 8th day of February, 2016.

READ a third time in Open Council and passed this 8th day of February, 2016.

Edward (Ted) Comiskey, Mayor

Michael Graves, Clerk